

**JEFFERSON COUNTY COMMISSIONER MEETING MINUTES
TUESDAY, JANUARY 22, 2019**

Meeting called to order at 9:00. Those present are Commissioner Clark, Commissioner Young, Chairman Hancock, Social Services Jackie Maupin, Clerk Colleen Poole; Audrey Moon is clerk of the board. Pledge of Allegiance led by Commissioner Clark. Prayer offered by Commissioner Young.

SOCIAL SERVICES – JACKIE MAUPIN

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

[9:01:56 AM](#)

Motion by Commissioner Young to go into executive session 31-874 & 74-206 (D) – Records exempt from disclosure. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.

Open session 9:13

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

[9:13:19 AM](#)

Motion by Commissioner Clark to deny case #2019-06 for lack of cooperation. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.

PROBATION – TAMMY ADKINS

- **QUARTERLY REPORT**

[9:14:31 AM](#)

Tammy is here to give them an update. First asked Chairman Hancock has taken over the Upper Valley Drug Court or have they made the decision. Chairman Hancock said they took this before. There was an email the other day. Tammy said that she sent an email and wanted to give them a heads up. Supports the request. The concern is the Upper Valley Drug Court is confusing they have Tri-County Probation that has Teton, Fremont and Madison together who formed their adult misdemeanor. They are outside of this but still part of Upper Valley Drug Court. They pull funds for Tri-County as well as the drug court. They are left out in left field. View themselves as one entity with the drug court and Tri-County probation but they are thrown into the mix. So her question is they support they do need a tech for drug testing does not think PO or the coordinator should do these. Jefferson County pays for techs out of their own budget. In future years Tri-County or the probation department needs to figure out or more fairly distribute this to all of the counties. If Teton gets \$1,800 they should get \$1,800 as well. Put this in email format in asking these questions. Chairman Hancock never responded did not want to respond until they talked. Knows a little bit. Tammy knows they need the techs. It is stupid to pay higher paid people to do the testing when they can pay less for a tech to do this testing. Has concerns that they feel they are one entity and can pull money. Concern if that is the case that Jefferson County should also get money for their techs. Has a question on the building update they are in a rented building thinks they have to give thirty days' notice. Tried to keep Gene Purser in the loop that they are thinking the end of February. Not sure if they need to give him written notice.

[9:18:36 AM](#)

Chairman Hancock believes they will have them in the new building by the first of March. This is what they are being told. Will need to look at this contract and see what this states. Tammy does not have a copy. Chairman Hancock said they can pull this contract. They are really making some big headway now. Will get her a definitive answer by the first of February. Tammy said that is fine just wants to make sure if they need written notice or they will be into March anyway. Do not want to pay an extra month if they do not have to. Chairman Hancock said he remembers a thirty day notice will need to verify this.

[9:20:03 AM](#)

Tammy has the quarterly report. Will explain a little more on this. This is all written out and explained. In probation they have multiple tasks. Listed all their current employees. By law all probation officers must attend POST within the first year. Currently all of the staff is certified. This shows dates they have attended POST and hire dates. They do juvenile probation. The courts place the juveniles on probation. It lists the types of things they do on juvenile probation. They have a diversion program has some separate numbers. This is different than formal probation. They try to divert the juveniles because they try to keep them out of the justice system. Statistics show the more interaction with the courts and probation will increase their criminality. Try to divert as many as possible. This way they do not attend court and not involved in the system. Is a three to six month program. Everyone that comes through probation gets a risk and needs assessment. This is to determine their level of need. Have drug and alcohol testing programs they use. Test drug court people and some felony probation people do the testing. Have community services that are offered. Every juvenile that goes through the courts has to have a social summary that includes a family history with a seven to ten page report. Have the Idaho Department of Juvenile Corrections commitment. This is for high risk in the community and cannot be dealt with at the community level or is a risk to themselves. If they meet Rule 19 they can be committed and go up until their 21st birthday. Usually twelve to eighteen months. There is a facility in St. Anthony, Boise and Northern Idaho. Suspended commitment meets criteria for commitment but the Judge wants to provide one more opportunity to be successful at a community level first. If they are successful they are not committed.

[9:23:47 AM](#)

Have impact court this is similar to drug court. This is for substance abuse issues. Work with the families of the juvenile and have special court hearings on Wednesday afternoon. Also have JUMP court this is a juvenile mental health court. Have one of the only juvenile mental health courts in the State of Idaho. This is funded by the Supreme Court. Explains they do some cognitive workbooks, therapy and parenting classes. Go through and has numbers. This was the end of the year. It shows totals monthly of new charges for juveniles. Those added to formal probation and the total juvenile counts. Sometimes they have multiple charges or offenses that they are charged with. Rule 16 are child protection issues. Rule 19 are the commitments. Have the amount of parent hearings. Shows the numbers and can look at this when they have time.

[9:25:14 AM](#)

Breaks down total case load currently for this quarter average forty-nine and have fifty-one as the end of December. Completed 1,031 hours of community service. Bottom part breaks down the type of charges. Most frequent is drug and alcohol related crimes at thirty percent. Sex offenses fifteen percent. Property theft at thirteen percent. Status offenses are at eighteen percent these are curfew or truancy violations.

[9:26:02 AM](#) Diversion program shows numbers of how many kids were diverted. How many cases total with a percentage. Tries to show the fees they collect. Show what they collect in each fee. The fees have changed in October with the Odyssey program. Some of these they can no longer collect. They are now by the priority of payment with the courts. Will start counting these as court payments. Will still take the payments and will bring these over to the courts. Have the credit cards set up which has been a big increase was shocked how much this is being used.

[9:27:21 AM](#) Also do adult misdemeanor probation. Same thing they have the risks and needs. Adult drug court, mental health court and YAC Court which is the eighteen to twenty-four year old population. Created this because they were trying to target this population because they seemed to fail in drug court. Work in coordination with Upper Valley. Some of their people live in Bonneville so they share court. Defer to both Upper Valley and Bonneville County courts. Shows the adult numbers and charges. Have the succession rates. As of December they had 138 adults with 141 as an average for the year. Had 548 hours of community service completed by adults. Charges are listed by types. Primarily are driving offenses such as DUI, reckless or vehicular manslaughter. Then have drug and alcohol type offenses. Fines are the same. Kind of broke this down. The adults are more complicated in the Odyssey. When Odyssey hit it is still an ongoing problem for the informal fees they are still supposed to be addressing this. Suspected in October they averaged \$2,700 a month once they switched it went down to \$1,365 in November came back up and December was back up. Hoping to see these come back up.

[9:30:07 AM](#) Finally they have the Pre-trial services program this is for both adults and juveniles. They do criminal background reports for the court and Prosecutor on all new arrests in Jefferson County. Do an interview at the jail if they are in custody. Then have recommendations for the Judge if they are allowed to be released or a bond. Base this off of the background on the risk assessment tools. This gives the data for both the juveniles and adults. They set some outcome measures for themselves. This is goals for the department overall. Benchmarks are what they set as the goals based on national standards. Anything in red it shows they did not meet the criteria. The only one they did not hit was on having twenty percent of youth being diverted. Were at seven percent this last quarter. This is hard on the diversion because there are a lot of things that come into play they have to look at the risk numbers. Gives Chairman Hancock names of people on probation. Chairman Hancock asked if they do anything on felony probation. Tammy said they do not the state does all felony probation. Do assist with the drug testing program they can come and pay \$40 fee for the drug test. They have a lot of people on felony and misdemeanor probation with these they refer them to felony probation because they supersede. Chairman Hancock asked where the state works out of. Tammy said the main location is in Idaho Falls but have a satellite office in Rexburg.

[9:33:14 AM](#) Colleen asked on recidivism rate does this only include them while they are probation. Tammy said yes this is only during the term they are on probation. Knows this is a lot of information if they ever have any questions they can contact her.

CENTRAL FIRE – MIKE MILLER – JIM DEUEL – ROGER ANDERSON

• AMBULANCE DISTRICT – (ACTION ITEM)

[9:34:27 AM](#) Mike Miller introduces themselves they are commissioners with the Central Fire District. Think it is time to start looking at Ambulance services which has to go before the county commissioners. Roger said they have been approached several times why they do not have an ambulance in Jefferson County. Since starting the fire district they have run with volunteers that are EMTs. Getting more and more calls. Idaho Falls Ambulance responded last year to the county 1,052 times. With Roberts they responded 1,121 times. Now West Jefferson they have their own ambulance district that the commissioners are in charge of. Their purpose is to start a process at looking at some type of an ambulance here. This would require forming an ambulance district in the area. Mike has a map this is from the State Tax Commission. Can see Fremont, Madison, Bonneville and West Jefferson have actual taxing districts. The county pays out of the general fund \$154,752 to have a contract with City if Idaho Falls. Colleen said this is about \$12,500 a month. Roger said this contracts says they will come up if they have a call. This may not change if they form an ambulance district. In other counties Bonneville County take in their ambulance district money and keep a percentage and turnover the rest to the Idaho Falls Fire Department to run their ambulance service. We contract with Idaho Falls to do this. The north side of Bingham also contracts with Idaho Falls. The benefit for Idaho Falls is they get to charge the patient a transport fee. The \$154,000 does not cover enough to pay for their manpower. Madison, Bingham, Bannock counties all run the same way. Fremont County runs different the County Commissioners take in the money for the ambulance district and they run the ambulance district they have Bob Foster who is over these EMS services and reports to the County Commissioners. Mike said this is separate from the fire department they have separate buildings up there.

[9:38:48 AM](#) Roger said they need to figure out how this could happen. Doesn't have to happen today it may be years from today. This is up to them and the community. Response times are at least fifteen minutes. That does not mean the patient is untreated with their QRUs. They have the manpower to get to the scene. Idaho Falls brings lifesaving drugs and medical treatment they cannot provide. Take a trauma they have a golden hour to get someone into surgery when they are taking fifteen here, fifteen minutes back and at least ten minutes on the scene. They have taken most of this hour up. The other advantage is shortening up those times on critical patients. Other is on strokes they have a three hour window to give a drug to help clear up the stroke. Is looking at reducing these times. The other part of this scenario they as a fire Department and district would like to be involved. They have the expertise and the ability to help run this if it happens.

[9:40:53 AM](#) Mike Miller said that Roberts is a separate fire district but thinks they also need to be involved in this ambulance district. Their fire commission is also here today so they know what is going on. Roger said if they have the fire departments they would have the money to run how they want. There are so many options and are in the infancy stage of this. Mike said they do not want to do away with the QRUs. Are still going to be a big part on vehicle accidents and things they do now.

[9:42:04 AM](#) Jim Deuel said this is not the first time that this has been brought up. Always before they looked at the situation that Idaho Falls provides a great service. Have to look at the cost and the benefit. What would it cost for an ambulance service? Had thought it was best to keep this the same but as the calls increase as well as the severity of the calls then they have more interest in an ambulance being here. Have gotten to the point where they need to have this talk because people are going to them. Need to have the forum opened up. Need to know what the residents

want. Ambulance service they charge fees and it pays for the service but does not come close to pay for this. This is a tax cost for the residents of the county. Wanted to bring this up because they do not want to be left out of this process. They want to be part of the solution.

[9:44:28 AM](#) Commissioner Young knows there is planning involved would have to have ambulance in Roberts, Rigby and Ririe. Roger said they could do that or Menan and Rigby. They do not know how much money would need to be generated. Would not want to lose the partnership with Idaho Falls. They still will need help in case of a bad accident when they have multiple transports. Mike said they have had a lot of traffic accidents where they have had four to seven ambulances. Roger said Idaho Falls has nine maned at all times. They would all have to sit down and find a solution. There are a lot of options. Just want to know if this is in their ballpark. Would like to be involved in the process. Has been a fireman for thirty-five years. Looked up the statute they would have to have fifty signatures of verified county residents. Has to be advertised three times. No vote other than theirs. Would rather they go out and see what the county feels about this. His suggestion would be they may be able to form a committee to do some research into options. Mike said with the growth they continue to have this is going to be needed sooner than later. Roger said the statute said \$40 per \$100,000 of assessed value.

[9:48:19 AM](#) Chairman Hancock said they have looked at this in the past. Have to have an ambulance which is \$150,000 to \$200,000. Also have to have one paramedic and one EMT. Roger said sometimes they have two paramedics but only one is required. Chairman Hancock said just to have one ambulance was a lot of money. Roger said at some point the community will demand this be available. Chairman Hancock said they are looking at the value of lives. This is where the people need to come in and make this decision. Do they want to pay the extra cost?

[9:49:59 AM](#) Roger added that Idaho Falls may also want to partner up with them. Would provide some of these things. No one knows a dollar cost until they sit down and look at options. Thinks it is important they put together a committee and start looking at this. Getting asked more and more. Jim said they had said no in the past and stopped this in their office. Thinks they have finally come to the conclusion that they need to talk about this. Will be there to help with this to make it work. Have varied and experienced staff. They have the ability to help and are willing depending on what the residents and commissioners decide. Roger said the main issue is the resident, will have to look at what they are willing to pay for.

[9:51:59 AM](#) Roberts Fire Commissioner Jerry VanLeuven said in the smaller areas they have a lack of daytime help. This would be an opportunity to get an upgrade in service. There are grants available. Roger said these only cover three years. Jerry said they would be able to update their skills. In Roberts if he has a diabetic he can start the process of getting them what they need. Have cancelled the ambulance many times. Having this available would cover the community a lot.

[9:54:23 AM](#) Chairman Hancock thinks the best approach would be a committee to do some research may have some citizens as well as members from the fire departments and do an investigation on if this is the time. They are growing. Commissioner Young appreciates them and all they do to respond within minutes.

[9:55:41 AM](#) Jim appreciates all they do. Knows they have new guys on board and are jumping right in. Commissioner Clark thanks them would really like to know more on numbers. Roger would be happy to put some numbers together. Chairman Hancock thinks this should not be completely cost based but do need to be realistic.

ASSESSOR – JESSICA ROACH

• FIVE ACRES AND UNDER TRAINING

[9:58:02 AM](#) Jessica is here for some training on the five acres and under. Natalee Madsen and Pat Kelley are present they are ag appraisers. Jessica passes out some statutes. On the second page this is the letter they send out. This is what the exemption is based off of which is Idaho Statue 63-602. States this will be approved by the Board of County Commissioners. Will specifically talk about the five acres and less. Since 2015 they have weeded these down to about thirty applications. Each of these has met a criteria of agriculture. Growing for at least three growing seasons and providing the income. On the back of this it shows what qualifies. Need to produce field crops, nursery stock or graze livestock as sold for a profit. Have to have three growing seasons and prove at least \$1,000 income or it produces gross revenues of fifteen percent or more of the owner's annual income. Typically go off of the \$1,000 income. Some of them are farmers so they know what can qualify and what cannot. In the past they have these submitted to the Assessor's Office and bring in in bulk. Based on some allegations last year they will be staying out of this. Will still answer questions and they can submit these to the office but will have these go to Colleen to submit these. Chairman Hancock asked if they will review these. Jessica said based on the statute the commissioners are supposed to notify the Assessor and citizen no later than May 15 of their decision. Property owners have until April 15 to submit their exemption. Has given the Idaho Statutes. Anything over five acres the office they have to farm at least seventy-five percent of the parcel to qualify they still have to make an income they just do not have to submit these. The seventy-five percent is a general rule if only farming one acre out of twenty only one acre will qualify for the exemption. Commissioner Clark asked if this is something they have to do every year. Jessica said yes it is an annual exemption. Chairman Hancock said this has been a pain for both. It is a state law and not something they can arbitrarily decide. They have to meet the criteria established by the state law. Have had people come in they are raising cattle or doing this or that. They follow the guidelines from the state. So they have to make the determination if they meet criteria from the state. There are some gray area cases. An example they had a case where they had mules on the property that were used for commercial venture. So is that ag or not ag. This was an interesting one. People that have race horses this according to the IRS race horses are not an ag venture. Need to look at what the law says. There are some that are straightforward. They will do what they are required to do. Sometimes it is not always pleasant as far as people that feel they should get this exemption. A person will own property but do not make the \$1,000 so it doesn't meet the criteria.

[10:05:58 AM](#) Commissioner Clark said they can rent this out it still qualifies as long as they produce the income. Jessica said it has to be the property owner that receives the \$1,000. Commissioner Clark said it says the owner or lessee. So as long as that five acres is grossing \$1,000. Jessica said this letter is the criteria they need to meet. Have to produce an income. Land grazing for horses for pleasure unless for a bona fid enterprise are not considered land dedicated to ag. Grain bins do not qualify because they are not growing a crop or grazing a crop. Knows that grain bins are part of an agricultural endeavor but buildings do not qualify for the exemption. Chairman Hancock said grain bins are assessed separately. Jessica said they are not exempt. If they do not meet the criteria it will be set at market value. Have weeded this down from over two

hundred to thirty. Some have multiple parcels that are contiguous that are under five acres so they only have to have the \$1,000 income. If they multiple three acre parcels then they would have to prove the \$1,000 on each.

[10:09:02 AM](#) Colleen adds that she will present these and send out the letters. If this is denied they can come back in with whatever was needed and it can be revisited. Jessica said April 15 is the deadline. After that it would go to a Board of Equalization which is around June. Sent these letters out last week. Would recommend they read over this information.

TREASURER – KRISTINE LUND

- **LANDFILL FEE – DISABLED VETERANS – (ACTION ITEM)**

[10:12:25 AM](#) Kristine said they have a circuit breaker program through the state that the Assessor's Office handles. This is state regulated program and do this with the Assessor's Office. If they are approved for this the county has in-kind reduced the landfill fee from \$100 to \$20.60. Last year Idaho got on board with a lot of other states and they have approved a new tax benefit. This is for 100% service connection disabled veterans. This is exciting to her. It is a learning experience. The Assessors will handle the applications. When looking at this wanted to make sure they were doing what was intended. The landfill fee is regulated by this board. Any changes come to them for approval. Wanted to make sure they were aware of this tax benefit. Have already received a handful of applications. Wanted to see if they wanted to continue this discount the same way they do with the circuit breaker deduction. Chairman Hancock asked if the state on the circuit breaker makes up the difference. Kristine said on the taxes only they pay this to the county. The landfill is a fee. Have a lot of property owners in the county that will receive a tax bill for \$20.60 because they have qualified and approved by the state. Gets a check from the state twice a year.

[10:15:41 AM](#) Jessica said if a veteran comes in they could get both on the tax bill. Kristine said the circuit breaker they have to provide income and expenses. This is only based solely on the disabled veteran. Not all of these will be applying for circuit breaker. It is two different programs. Jessica said if they are 100% service disabled then they would apply that way. Chairman Hancock said question would be if they want to reduce this to \$20.60. Kristine said this is whoever applies and is approved for this program. Chairman Hancock asked how many people would be in this category. Jessica said they are not sure state said less than twenty. Not all of them are property owners. They have done some outreach. Chairman Hancock said it sounds if they had twenty it would be a reduction of \$1,600 for the landfill max. Kristine said this is not a tax but comes on the tax bill so they call it a certification.

[10:19:26 AM](#) Commissioner Young knows they try to avoid reduction. It is not be a big amount and it helps the disabled veterans.

Commissioner Clark agrees. Chairman Hancock said they appreciate their services and if they have been disabled any little bit helps. Are in good shape with their landfill.

[10:20:32 AM](#) **Motion by Commissioner Young to grant this proposal for landfill reduction for disabled veterans to \$20.60. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

PUBLIC WORKS – DAVE WALRATH

- **UPDATE**

[10:21:42 AM](#) Dave said as far as the update are doing winter maintenance. Have some icy spots with the wind. Rest of the crew is hauling pit run in a deep gutter in Roberts. Did have an accident this morning with an employee falling on the ice. Has filled out an accident report.

- **ANNIS HWY, RIGBY TO MENAN-LORENZO HWY – OPEN HOUSE – (ACTION ITEM)**

[10:22:47 AM](#) Dave said this is an LHTAC project. Have a design engineer. Is a pavement rehab project. Will have some realignment. Have had some accidents here. Want to remedy some of this. May have to purchase some of right-of-way. The consultant as part of the federal aid process needs to have an open house. Presumably in this room during the weekday. Will have displays on what the project will be. Did the same thing with other projects. Commissioner Young asked on the advertising. Dave said LHTAC would be the ones doing this. He will be there. If all of them can come in to this at some point it would be great. Commissioner Young asked when they want this. Dave thinks the next few weeks. Look at having this on February 13 at 7:00.

- **INCREASE ROAD & BRIDGE COMP TIME CAP – (ACTION ITEM)**

[10:29:20 AM](#) Dave said they are fairly good on the comp time. Commissioner Young asked how this is earned. Dave said if they work over eighty hours then it is accrued 1.5 hours. If it is a holiday than it would be straight time until they have been on the job eighty hours. Knows there is an eighty hour cap. Would like to move this to at least 100. Chairman Hancock said they do not know what the storms are. Dave said it is written in the policy to appeal this to them. Colleen asked on a time limit. Dave said until May would be fine. Chairman Hancock said they only have one that is over. Dave said most are in the thirty to fifty hour range at this point.

[10:31:59 AM](#) **Motion by Commissioner Clark to raise the comp time for Road & Bridge to 100 hours until May 1. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

[10:32:58 AM](#) Dave said on the LHTAC project this leaves 7.34% for them. Have to pay the consultant bill initially. This is around a \$2 million project.

- **CREDIT APPLICATION WITH BEST DRIVE – CONTINENTAL TIRE – (ACTION ITEM)**

[10:33:47 AM](#) Dave has spoken to Chairman Hancock on this. Looking at doing tire recaps. Have continental tire who has a credit application for them to fill out. Looking at the savings. Right now can get a tire recap for \$212 or a new tire which would be \$500. Would also do the fleet care stuff. ITD is also working with them. Would like to dip their toes into this. Commissioner Young asked if they have done this in the past. Dave said they looked into it but never went with them. Chairman Hancock said the commercial truckers use recaps all the time. Dave said once a casing is near the end of its life they can move this to their trailers. Chairman Hancock said they had some faulty steering tires. Dave said they had a few blow on them thankfully the operator was able to hold onto the truck. Chairman Hancock said they made sure they replaced these. Commissioner Clark said they can keep the steer tires rotated to the trailers as well.

[10:38:41 AM](#) Colleen said they fill out credit applications all the time. Chairman Hancock asked that he start working on roads that they will be working on this summer. Dave said they discussed putting out their own bid for hot mix. Thinks they can save money. Chairman Hancock said there are three big vendors. Dave said four if they look at the Hitt Pit. Chairman Hancock said when he structures this could look at miles from the plant to a spot. Dave said they will be trying to utilize Western's hot plant again. Chairman Hancock said then they can go look at the roads on the list. Dave said he will get copy of plans for the LHTAC project.

PARK & RECREATION – MICKEY EAMES

• FENCING

[10:43:46 AM](#) Mickey provides them a lake pass. Have Affordable Fencing that came in for a bid this is the tennis court parking lot and around. Will move the berm and have the gate where the berm is. Then they have a better exit for people during their events. Will go out through tennis court parking lot so the gate will be moved to the farther corner. This fencing company gave a schematic and bid. Can put \$500 down on this and get this price for the fencing. Will go where the gate is to the path and back in to where the basketball court is. Then they will put a gate. Will have another fence that goes from corner of tennis court over to where this borders. Will be secure fencing so when Cristian has his booths setup he can have people come without going to the park. Do not want them to come into the park without paying. Has to have some security there. They have a big job they are doing. Say the steel will be going up. This is a six foot chain link fence with the wires on top. Would like this clear around the parameter. Commissioner Young asked what is there now. Mickey said nothing. They want this to be a secure area. Can get more bids if they want. Chairman Hancock asked about the gates. Mickey said there is no gate but they already have this. Will have the same gate. Chairman Hancock asked on the priority of this. Need to go on highest priority projects and down. Mickey said this is a security deal. People come all directions that they can.

[10:49:14 AM](#) Cristian has looked at this and has helped Mickey where he can. If he was a liability carrier he would want this even if they will never make this impermeable. Have a lake with swimming platforms. If a liability controller looks at how this is controlled they may have some issues. The fence is the first blush on how they can control access because this is a special use area. Mickey knows there are other things going on. Without the fence right now they will not be able to keep the tennis court parking lot open. It is a controlled barrier. Commissioner Young asked where the fence ends and what stops them. Mickey said right now there is a net fence. Need to use the parking lot. Cristian said a big problem is circulation and congestion. Can funnel the front end booth and get people through the gate. Want to move the gate south so they can have an exit to come back out. Would be helpful during major events.

[10:52:56 AM](#) Mickey said this is not an action item but wants them to think on this. The price on this will go up in February. Commissioner Young asked if they need other bids. Chairman Hancock thinks they do not but would recommend getting at least one more.

• GATE

[10:54:41 AM](#) Mickey said on the gate wants the rules and guidelines they set down. Chairman Hancock said there are two parties. May have to make an adjustment. Mickey is monitoring this the best she can. Chairman Hancock said the dogs crawl under the fence. Mickey said they can keep the dogs in if they wanted to. Wants to be on the same page so when the guidelines are broken they know what they will do. Already dealt with the one couple and all she is doing is keeping an eye on what they are doing. Would like to talk about this before the season starts.

[10:57:34 AM](#) Mickey asked to have Cristian stay in during the executive session. Chairman Hancock agrees to allow this.

• EXECUTIVE SESSION 74-206 (C) – ACQUISITION OF PROPERTY

[10:57:51 AM](#) **Motion by Commissioner Young to go into executive session 74-206 (C) – Acquisition of property. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

[11:01:13 AM](#) **Deputy Prosecutor Weston Davis is in the room**

Open session 11:20

[11:21:40 AM](#) Eastern Idaho State Fair George Hamilton said they have a meeting on Thursday at noon. Would like to invite them all to this. Will go over last year's fair and set a budget. Hope to see them all there.

COMMISSIONERS

• IMPACT FEES

[11:23:43 AM](#) Rebecca said that impact fees must be used within eight years of being collected so within eight years these have to be used. First in and first out basis. As they see with the timing of the adoption of the plan they are in this timeframe. The county adopted this at ten percent of the recommended rate. This will not help with everything in the capital improvement plan. For every residential home there is an amount collected. Knows Road & Bridge has used some of theirs. Not sure on the others. Visited with the Sheriff who was unaware of these? The Sheriff's Office may be reimbursed would be something to look at by legal. If they do not use these they have to reimburse these and explain why they did not proceed with their plans. Commissioner Clark asked if they could see how much was in these funds. Colleen said there are reports that shows totals they can print out. If they take the itemized report it does give a different total. Chairman Hancock only knows that Road & Bridge has used some. Colleen thinks she thinks most do not know they are there.

[11:28:05 AM](#) Chairman Hancock asked Weston if they can use these funds. Weston said the question is if the Sheriff's Office can be retroactively reimbursed. Rebecca said they had eighteen deputies and in the capital improvement plan it stated they needed additional deputies than their gear could be paid for. Might come to the board and would like to buy ten acres of park land. Have this amount of money in the plan but it still has to be budgeted. Colleen said they can use some or all. Chairman Hancock said the capital improvement plan said because he has to have more deputies he can outfit them. Has to request this from the impact money. Rebecca has spoken with Roberts and Central Fire. All they do is collect and reimburse. Chairman Hancock wanted her to bring this to the board so they are more educated on what is out there and how they can disperse these funds. Rebecca thinks they need to look at this plan. The capital improvement plan is ten years old. Chairman Hancock said this

needs updated and renewed. Need to look at the comprehensive plan, capital improvement plan and area of impact agreements. These are things they need to move through. Commissioner Clark said when reading the comprehensive plan they had hired some consultants.

[11:34:14 AM](#) Weston asked on when these are collected. Rebecca said some have been collected in 2018 or in the past when a permit was issued. Still have other money. Weston said they cannot hold this for longer than eleven years. Otherwise they have to identify in writing how they will be using this within eleven years. May hold this for longer if they have a reasonable reason in writing on when these fees will be expended. Commissioner Young said they are past the eight year mark. Chairman Hancock thinks this is important because those funds were collected for a purpose. Rebecca said they would need to gather a plan to spend the first amount. Would this be written with a resolution or does it need to be published? Weston said this would be a public record. Colleen thinks they should have a resolution. Weston thinks that is a great way to do this. Chairman Hancock said the largest portion is Road & Bridge and they drew on this already. Rebecca said there are specific projects that these funds are intended for. Colleen said they need to be used in the impact area. Rebecca said this is specific. If they are developing in an area they did not expect that is an amendment to the capital improvement plan. Central Fire had wanted to build station number five but instead they built the Menan station larger than the previous station so that would have to be an amendment. Weston said based on this the reasonable cause to why these should be held longer would be in a form of a proposed countywide resolution. Will present to the commission reasonable cause on why they should be held longer. With anticipated date with when these will be expended. Chairman Hancock knows that Park & Recreation it says in there for expansion of the park.

[11:40:22 AM](#) Rebecca said they could put they are waiting for the land to be available. Weston said as long as it is within eleven years. They would need to get a plan together to look at next week. Rebecca said development was extraordinarily sluggish in 2009 to 2011. So the amount collected would not have completed these projects. Now seeing the growth that was anticipated. Commissioner Clark said it mentions for the Sheriff keeping this at a safe rate. Rebecca knows they have increased deputies. Chairman Hancock said they can give her an assignment to work with these departments. Look at the capital improvement plan. Rebecca asked what needs to be included. Chairman Hancock said she will need to speak with the parties. Would be nice to know how much was generated in 2009, 2010 and 2011 and what they have since. Colleen said they have Roberts Fire, Central Fire, Park & Recreation, Sheriff and Road & Bridge. Chairman Hancock said then they can ask their plans. Rebecca will find out what Road & Bridge has already spent as well. Do they want a draft resolution? Chairman Hancock said there may be more discussion but wants to figure out a plan first.

EMERGENCY MANAGEMENT – REBECCA SQUIRES

• UPDATE

[11:46:51 AM](#) Rebecca said this may be overkill for this discussion. Put together a 2019 plan for Emergency Management. Plan, Prepare, Mitigate and Recover. Under each heading is what she foresees. Just a couple of key points they need to update the Civil Protection ordinance that was adopted in 1975. Gone through this and has a draft sent to legal and visited with the Sheriff's Office. Will want to bring an improved draft in March. Another important thing would like to have a functional exercise. Will work through how a big emergency would roll out. Plans and policies work in real life. Needs buy in from the board for this to work. Does the board have interest? Chairman Hancock thinks they should since they are ultimately responsible. Remember when they purchased the desk top for scenarios has this ever been used. Rebecca said for the schools yes. Not sure they can use these scenarios but will mess around with this and see if this will test what she needs. Chairman Hancock said so the others know they purchased for the schools a live shooting training scenario. Rebecca said this is very specific to an active shooter exercise.

[11:52:01 AM](#) Will invite the cities in and set up the priorities of these groups. Due to have an update on the emergency plan. Doing an exercise will show weaknesses in the plan as well as its strong points. Final goal is adopting an emergency plan. For mitigation the plan is under revision. Will need to be adopted in the early months of this year. On the respond this is hard because they cannot plan these. Have a position on a type three for the liaison it is a state team this is where she deployed to Florida last fall. Would like to continue with this team. Learned so much. Respond to home situations as events require. Recovery they are working on final numbers for west of Roberts from 2017. Will get fifteen percent reimbursement from state and full reimbursement from FEMA. Chairman Hancock asked if he needs to prompt Dave on this. They need to finalize this. Rebecca said she can get with him. With a federally declared disaster FEMA reimburses on an estimated value. State is only on actual cost and then they get fifteen percent.

[11:55:38 AM](#) Grassy Ridge Fire had all fire agencies will be finishing the paperwork on this. Grant status two are administered have 100% for eligible equipment waiting on \$500 for 2017 grant. Have eighty-seven percent of the 2018 grant spent. Waiting on radio installs. The other grant is reimbursed by fifty percent. At the end of the year they take money that was not spent so they get an overmatch payment as well. For 2018 the way she has done this is she does not do anything until October and then does the entire year at one time. Green table is the state homeland grant. Most of this goes to responding agencies. Ririe School District requested after doing the software based scenarios to have first aid buckets in each classroom.

[11:59:17 AM](#) Rebecca would like to apply for the Idaho Certified Emergency Manager credentials. Will begin working on the International Association of Emergency Management credentials. Serve at Region 6 Vice President of Idaho Emergency Managers Association and plan to continue this. Have three classes left on the basic emergency manager academy. Then would like to do the advanced training as a liaison officer. Chairman Hancock asked where this is. Rebecca said it changes sometimes it is regionally other times it is at EMI. It is cheaper to the county for her to attend in Maryland. If going regionally would have to pay food, travel and hotel. In Maryland everything but the meal ticket is reimbursed. Asked if there is anything they really want her to focus on. Chairman Hancock said they really need a civil defense ordinance. Already working on some of the other issues. Will say for the new commissioners the flooding was nothing like he had ever seen. Also had flooding on the levee. Had the eclipse. Rebecca said there were a lot of fires.

[12:03:38 PM](#) Commissioner Clark asked on the fires will they get reimbursed for time spent. Rebecca said some of these were BLM who would reimburse directly. Hamer Fire had jurisdiction in Hamer that fire also affected Dubois. When it gets into structure protection there is a fire

management assistance grant. Work all night on this and can receive approval the next day. Hamer did apply for that and received it for the timeframe when structures needed protection.

- **JOB DESCRIPTION UPDATE – (ACTION ITEM)**

[12:05:37 PM](#) Rebecca provides a job description. With the change in the step and grade this should be a grade nine. On the second page wanted to tie this to the county ordinance so other duties directed to Director of Emergency Management. Under additional after visiting with the Sheriff the LERA is a position defined under environmental for when a hazardous activity happens they will make sure this happens. In visiting would rather the LERA be in his office which is 24/7. Not a scenario that she would not be working closely with the individual. The classes have changed. Most of these are online. Took some of these in 2016. These classes are at no cost and provided by FEMA. Only have to pay for meals, travel and hotel. On the emergency management this job description these changes are minor. Is currently doing all of these items but has ideas on ways to improve these.

[12:10:32 PM](#) Only change on Human Resources changing this to a grade nine it is the same level of pay. Now with respect to the Human Resources position there has been very little done on this job description currently. In recent months had been held back. This is up to this board but like she said is currently not doing much. Chairman Hancock thinks they need to talk about this more but wants the others to be aware of this position.

[12:11:54 PM](#) Rebecca said the third one only the highlighted portions are being done. Very little is being done as the PIO Officer has also been holding back on this. Has been working on the website with updates from departments. Audrey posts all meeting dates and puts the agendas and minutes online. Chairman Hancock said they are not here every day so this may be something they want to look into. May go into an executive session another day to have a better discussion on this. Rebecca said as far as her own opinion only asks for clear direction. When these are performed would also like some feedback. Asked if there are any issues with the other changes. Chairman Hancock does not have any issues.

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)**

[12:14:41 PM](#) Weston does not have anything unless they do.

[12:15:07 PM](#) Motion by Commissioner Young to go into executive session 74-206 (A) - Personnel. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.

Open session 12:42

[12:42:50 PM](#) Motion by Commissioner Clark to go into executive session 74-206 (F) - Legal. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.

Open session 12:58

[12:59:25 PM](#) Deputy Prosecutor Weston Davis left room

COMMISSIONERS

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

[12:59:44 PM](#) Chairman Hancock said it sounds like everything is going good. Will be pouring Thursday of this week. Other than the cost everything is going good. Assures them they will be ready to move in by the end of February. Commissioner Young asked on electricians. Chairman Hancock said have decided to handle this on a time and material basis. Commissioner Clark thinks DL Beck is keeping tabs on them.

- **COMMISSIONER LIAISON/BOARD ASSIGNMENTS – (ACTION ITEM)**

[1:01:12 PM](#) Colleen made a new sheet with the changes they discussed last week. There are three or four departments that were not assigned a liaison. Commissioner Young asked on the Fair board what this entails. Chairman Hancock said they do not do a whole lot. Commissioner Young asked how they can get a constituent on this. Chairman Hancock said they are commissioners' not fair board members. Go over changes Commissioner Young has Commissioner Clark take Cloud Seeding since they meet the same day as the RC&D group. Commissioner Clark has Commissioner Young take the Rigby High School Athletic Committee. Commissioner Young asked how to contact these individuals. Colleen said Geri Rackow would be who he contacts for the Health Board and the Mental Health Board. Chairman Hancock said to contact the High School. Chairman Hancock said they will keep the departments open for now and may change this at a later time.

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

[1:13:30 PM](#) Motion by Chairman Hancock to approve certificates of residency for the College of Eastern Idaho for Christian Acosta, Maurice Andrews Jr, Brook Briggs, Logan Godfrey, Miley Godfrey, Ashley Jensen, Kelsey Lund and Camille Murdock. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.

[1:17:02 PM](#) Motion by Commissioner Clark to approve certificates of residency for the College of Southern Idaho for Jennifer Campbell, Janna Kulow, Celeste Rodriguez and Colin Short. Second by Chairman Hancock. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.

[1:17:42 PM](#) Motion by Commissioner Young to approve certificates of residency for the College of Western Idaho for Devyn Lyman and Brooklyn Wise. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.

[1:19:13 PM](#) Motion by Commissioner Young to adjourn at 1:19. Second by Commissioner Clark. All in favor – aye. Motion passed.

Chairman of the Board

Date

Clerk of the Board

Date

County Clerk

Date