

**JEFFERSON COUNTY COMMISSIONER MEETING MINUTES  
JANUARY 7, 2019**

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

**COMMISSIONERS – SHERIFF STEVE ANDERSON**

• **JAIL INSPECTION**

[9:02:07 AM](#) Chairman Farnsworth said they are going over the jail inspection. Chairman Farnsworth, Commissioner Hancock, Commissioner Martinez, Roger Clark and Audrey Moon go to the jail inspection. Are met by Sheriff Steve Anderson and Chief Nora Ortega. Go into the jail. There is one female doing laundry. In the kitchen and there are three females cleaning up after breakfast. This area is very clean and organized. Go back out to the sallyport area. This is clean. Have one car, the old transport van and a new transport van. The inside recreation area has five pieces of exercise equipment. Sheriff Anderson said this has been being used a lot. Go to the control room where Deputy Davey is. They currently have eighty-four inmates. With forty-two females and forty-two males. Maximum capacity is 134 inmates. Commissioner Hancock asked how many of these inmates are IDOC. Deputy Davey said they have forty-two inmates. Sheriff Anderson said they pay for fifty. Go back out through dispatch and the Sheriff's Office.

[9:45:15 AM](#) Chairman Farnsworth said that everything was in order and clean at the jail. Sign off on the inspection report. (Exhibit A)

**PROBATION – TAMMY ADKINS**

• **NEW OFFICE EQUIPMENT – (ACTION ITEM)**

[9:47:06 AM](#) Tammy met with the same person Kevin did because she was concerned on the costs. Did a price comparison and Valley Office Systems is the only company that does the government pricing. Did a price comparison and attached his presentation it is \$1,986 each for desks. This is the GSA pricing. Does free set-up and install. Is impressive to her because if it is damaged he takes care of this on the spot. If they go to Porters, Staples or Office Max they would have to ship the item back if there was damage. Goal is to go with Valley Office have the pictures of the desks attached. These are similar to what Kevin is ordering for his office and some others. Chairman Farnsworth said this has free set-up, garbage cleanup and takes care of any damage. Commissioner Martinez knows that Valley will take care of them. Tammy said they need two office dividers. Will bring three desks that are useable to put in this room. The dividers were \$308 need two for \$616. Need fifteen phones that match to the county system their phones do not work on the county system these are \$165 each for a total of \$2,475. Saved money out of the juvenile lines in diversion and wraparound. Proposing \$7,063 for two desks, the phones and two dividers out of the capital line. Will take two desks from the wraparound fund and two desks from the diversion fund.

[9:50:02 AM](#) Commissioner Hancock asked if she spoke with Garn on the phones. Tammy said this is who told her the \$165 each and need two to four weeks to order. The desks can take four to six weeks. Commissioner Hancock asked what is in the budget. Tammy has over \$14,000 in the capital line. Using \$7,000 out of the capital line the other will come out of the funds she has been saving in wraparound and diversion. Chairman Farnsworth thinks this sounds good.

[9:51:03 AM](#) **Motion by Commissioner Martinez to approve the bid for office equipment for Tammy with Probation for \$15,007 from Valley Office Systems. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

**COMMISSIONERS**

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

[9:52:07 AM](#) Commissioner Hancock said they have had a bunch of meetings in the last few weeks. Have moved all of the equipment out of the electrical room, boiler room and the other room where the fans and the heat exchange is at. Formed up so they will pour these three rooms today. Will go check on this. The intent was to pour these today to raise the elevation fourteen inches. By the end of the week would reset so they can do permanent hookups for the heating. Had some issues with electrical being considerably higher. Also the goal will be able to move in by the end of February. Got an updated schedule last week that shows what they need done will be by the end of February. Colleen asked about an open house will they want to wait on this. Commissioner Hancock thinks they would wait until spring when they have a parking lot complete. Later will be better for them to do this.

[9:55:08 AM](#) Commissioner Hancock said they are moving forward. Still looking at the water stop issues. Working on issues with the electrician. Chairman Farnsworth said sometimes the cheapest bid is not the best.

[9:56:30 AM](#) Rebecca thinks that he has hit everything. Had discussed moving the server room upstairs but decided now it is much simpler that what had been discussed. Commissioner Hancock said they have talked about that. Are now having construction meetings every week.

• **ANNEX SUITE NUMBERING – (ACTION ITEM)**

[9:57:25 AM](#) Rebecca said the numbers that are on the plans are numbers that were used for the convenience of the architect and subs. Working with Colleen surveyed how things were numbered in this part of the building and tried to extend this into the annex. Shows the current courthouse numbering it goes from 100 to 170 other than 110 they could not find this. Propose is to have Planning & Zoning keeps their designation of suite 170 and moves this to the new suite in the annex. Will be suite 180 for Extension and suite 190 for Probation. Park & Recreation has a small office thought they could do suite 175 since this is not a large suite. Downstairs was initially IT but are now moving the Court Reporter downstairs. Can do the additional offices upstairs Prosecutor suite 220, Commissioners' suite 230 and the assembly room suite 240 with designation ABC for the subsections of this room. The smaller offices could go with halves such as 225 and 235 since they are smaller offices.

[9:59:55 AM](#) Commissioner Hancock said they are doing this because some of the offices want to print new address cards. Colleen said it is nice to have the suite numbers so they know where the mail needs to be delivered. Rebecca said the other part is in the finished part of the courthouse usually have plaques on the doors. Need a decision if they want this to be similar or leave this up to the individual department heads. Chairman Farnsworth said the departments can add onto the doors with vinyl lettering.

[10:01:42 AM](#) Rebecca said they do not require signs but if they put up anything even the vinyl lettering they need the plaques because they would require brail. Commissioners decide to just label the outside of the main offices. Commissioner Hancock asked that she passes this information to Scott Nielson.

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

[10:03:25 AM](#) **Motion by Commissioner Martinez to approve certificates of residency for the College of Eastern Idaho for DuWayne Brown, Melissa Foreman, Austin Lambertsen, Kayla Mortensen, Luke Nalder, Melissa Rushton, Leslie Urias and Samuel Zitlau. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

[10:03:55 AM](#) **Motion by Commissioner Hancock to approve certificates of residency for College of Southern Idaho for Teri Hurley. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

- **CONTROL HEATING SYSTEM – (ACTION ITEM)**

[10:04:32 AM](#) Corey Smith with maintenance and Shaun Lenz with Premier Energy Controls. Chairman Farnsworth asked what is going on. Shaun said the license in the existing courthouse is expired. Tried to upgrade this in spring it was \$15,000. It has finally expired so they no longer have access into the network. Are putting the controls in the new building. Is proposing to use the web controller for the new annex to put in place of the one in the courthouse and would purchase a standard controller for the annex and this will be networked together. The network will be on the annex contract. Will have to rebuild the graphics into a reliable system. Will be a web controller on this so they have access anywhere. Current system right now they have no redundancy in the jail at all. Have the program in the jail running by turning off the air handler each time it does not call for heat or air. Control temperature satisfies and as it shuts off and kill the fans the cold air comes in from the dampers and the air comes into the return and turns this back on. Valve has 180 second swing. So this is going on and off. Going from hot to cold. Not sure how long it has been this way. The controllers they are putting in will be on nine rooftop units. These will have a display. Will have a standalone system even if they lose the network they will be able to access anything in the controller.

[10:08:16 AM](#) Corey said they right now they cannot change any heat in the jail because it was tied to the network. If this network went down they could go in and manage this. They are dead in the whole building once the current system goes down. Shaun said they found that they have communication problems. Had tapped the communication in several places. Fixed this Friday so they will be able to take over the Delta system that is here. Will bring this into a reliable front end. This way the jail is standalone in each pod so they will never have a down system. Then they will install outside air sensors on each rooftop unit. If they lose the communication they lose the outside temperature reference. So these controllers did not know the outside air temperature. Doing this they are standalone without any communication at all. Chairman Farnsworth said they have come a long way from just putting another log on the fire.

[10:10:11 AM](#) Commissioner Hancock said he called Scott Nielson and had a conference call with DuWayne Sedgwick who is a mechanical engineer he designed the system in the annex and Shaun explained to him what was going on. DuWayne believes what Shaun is saying is the correct approach to fix the issues. This is an independent mechanical engineer and from what he was told this is how they should make the change. Would all be tied into one system. Then they can control this at one station. Chairman Farnsworth likes that if the system goes down they can control each individual unit. Corey said the solenoids were wired backwards since they built the building so they have been using twice as much fuel. Fixed these last week. Costs the county at least \$100,000 in extra fuel. Shaun said the valves were failing shut. Heating valves fails in that situation. What is happening now with the swamp coolers is they have rusted the outside air dampers and most are not operating. Currently has dampers that are open and cannot turn them off. These need replaced. Temporarily opened the valve but do need to replace. Can look at these when they are switching over and will make note of what needs replaced. Chairman Farnsworth said these have been in for eleven years. Shaun thinks they have been cooling cold air because they cannot close. They were failing when the air handler was going off. Put the actuators on backwards so the springs would close because they are backwards. Shutting the air return temperature.

[10:14:17 AM](#) Shaun said they will be able to access this from any web server. Corey said if they get a call in the middle of the night they can adjust this with their phones from home. Commissioner Hancock said the initial estimated price was \$15,600 but knows they have additional costs does he have any calculation on the extra. Shaun said it is \$4,200 for labor to fix what they had. Have the \$15,600 and \$4,200. Corey said they had to have this fixed before they even put this system in. Shaun said they found Friday that they had looped all of the MSTP around and connected back into each other. Basically they have two separate networks and they tied them together in one spot. So it would scan and pick up ones on that side and when going the other way it was trying to get two. It asks the controller for information and it tries to send this twice so it was taking the network down. Corey said with this fix it will be much more efficient. Thinks this is why they had inconsistent temperatures. Shaun looked at the sequence lock thinking the engineer messed up on the dampers but it specifically says the correct way. Thinks they were just installed wrong. Whoever installed these did not understand what they were doing. Corey thinks this will pay for itself in a few short years. Shaun said this gives them a five year warranty on their controls. Commissioner Hancock said they may look at a ceiling amount to repair and change out controllers. Talked on this at great lengths on the pricing. This is lower than the market. It is standard published price list on the equipment. Chairman Farnsworth said this is the same system that is going into the annex so it makes sense. Corey said just to get a license for what they have is \$15,000 plus fixing everything else. Shaun said they have one starter may find more but one has failed on pod c. Commissioner Martinez is worried once they tear into this is worried what they will find. Corey said this price does not include the dampers. Commissioner Hancock asked the cost on these. Shaun said he would need to contact a manufacturer. He just handles the communication part of this.

[10:19:45 AM](#) Chairman Farnsworth asked about the dampers is there eleven. Shaun said the return ones are not bad. Chairman Farnsworth just thinks if they are tearing them up they may as well fix these. Shaun said at the very least it would be the joints and knuckles that are corroded. If the dampers move once these are taken off they may just have to replace brackets. Would want them to put stainless ones back on. Corey said they would need an HVAC company to do this. Chairman Farnsworth thinks they could get a bid on this. Shaun said they can change out the starters if they find ones that are bad. Only looked at the handlers on the jail. Commissioner Hancock asked if they looked at this side of the building at all to see if they got this one right. Shaun has not it seems to be working. In this cost put outside airs on all of the rooftop units. Goes over costs around \$2,700 for the starters, \$4,200 for what has been done and \$15,600 so if they are around \$25,000 they would be okay. Commissioner Hancock said \$22,500 for just what they know is needed. May need a little bit of fluff added in. Shaun would like to see where they tied the network back together. To make this work he bypassed this because they wired a network one direction and the other network another direction. Knows this is tied together because when he undid one side he could still scan the other side. Commissioner Martinez said they could put a ceiling amount. Commissioner Hancock thinks if they add \$1,500 could do a ceiling of \$24,000. Asked where to take this would it be building and grounds maintenance.

[10:23:59 AM](#) **Motion by Commissioner Hancock to authorize Premier Energy Controls to change out the control system for existing courthouse and do necessary modification for ceiling amount of \$24,000 taken out of buildings and grounds. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

#### **JEFFERSON COUNTY FAIR – CARL ANDERSON**

- **WELL USE AGREEMENT – (ACTION ITEM)**

[10:25:48 AM](#) Carl Anderson representing Jefferson County Fair. Prior to this meeting came in earlier this year because they had issues with the well. It is a shared well and they asked to share costs. Agreed to put \$4,000 into the budget to pay for this well. Merrill Jemmet has sold out is Sunview Dairy who wanted a well agreement signed. Thought they should sign this. Commissioner Hancock ask how much water is used he thinks they may want to put in a separate well out there. May look if this is beneficial to the county. Could sink their own well for a reasonable price. Carl said there is not a dairy on this property currently but they just purchased the Jemmet ground. This has always been a shared well. Could investigate this further if they would like. Commissioner Hancock said they will have Weston review this and put it on another agenda.

#### **PUBLIC WORKS – DAVE WALRATH**

- **UPDATE/RESOLUTION #2019-13 - STP-RURAL LHTAC APPLICATION – (ACTION ITEM)**

[10:32:18 AM](#) Dave said they are out doing winter maintenance and have been for a few days. Main thing he has a resolution STP-Rural application they are submitting for. Estimate is \$602,000 county match is 7.34% for \$44,187. It is for improving intersections at Yellowstone, 200 N and 4000 E. Commissioner Hancock asked if this is just intersections. Dave said this is just intersections. Chairman Farnsworth asked about turn lanes on 200. Dave said this is turn lanes at these intersections for the new school. Chairman Farnsworth said this is intersections going into the schools. Kyle Jones with Harper Leavitt Engineering said this is just at the intersections not the schools themselves. Dave said this mirrors the transportation study that was done. Kyle said the reason it is not at the school is because this funding will be from collector streets and 200 is not a collector street at this time. Dave said in the future if they have any changes they could have reclassification for 200 N. Chairman Farnsworth asked if they will put turn lanes in before the school is done. Dave does not think that is feasible. According to the transportation study turn lanes are already warranted at Yellowstone. Will be chasing the ball for a while. Commissioner Hancock said will they do turn lanes both directions on 4000. Dave said yes. They did not know where the new school was going until July of last year.

[10:35:26 AM](#) Chairman Farnsworth reads resolution #2019-13. "Now therefore be it resolved by the Board of County Commissioners of Jefferson County supports the submittal of an application for Federal-Aid funding for the Local Rural program in order to make improvements to 200 N from the Yellowstone Highway to 4000 E. To the Local Highway Technical Assistance Council (LHTAC). Total project cost estimate is \$602,000, which will require \$44,187 of matching funds for the construction of the 200 N project. The Chairman of Jefferson County Commissioner is hereby authorized and directed to sign the project application packet and submit to LHTAC for prioritization. Adopted by the Board of County Commissioners of Jefferson County, Idaho, this 7<sup>th</sup> day of January, 2019."

[10:36:10 AM](#) Commissioner Hancock asked what the chances are on this. Is it three or four years out. Dave said the ITD system is a five year program. So it may be five years. Does not know any way to get around this. Commissioner Hancock wants everyone to realize they may approve this now but it could be five years before they see anything. Dave said it's similar to the Annis Highway project

[10:36:54 AM](#) **Motion by Commissioner Martinez to approve resolution #2019-13. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

[10:37:58 AM](#) Dave said the fuel system is up and running. Commissioner Hancock asked how it is working. Dave said it is working great. The Sheriff's office is not using this yet. Commissioner Hancock asked if they have unleaded. Dave said probably 1,500 gallons in the tank. As soon as the Sheriff's Office starts coming they will start ordering more. Chairman Farnsworth asked on the dumpster in the middle of the subdivision. Dave said this was in a subdivision off of 4000. Chairman Farnsworth said this was in the lane of traffic. Had to make another phone call and let them know this was going to be towed. Dave said they are trying to come together with the code enforcer himself and the Sheriff's Office. Chairman Farnsworth thinks if this goes through all of them this would work. Commissioner Martinez brings up the manure that was dumped on Highway 48. Commissioner Hancock said he followed up this was Brian Smith's feedlot. Subcontractor Crapo's were hauling manure and were told immediately they would be fined and liable for cost of cleanup. Brian Smith apologized and would get on Crapo's immediately. Let him know it was unacceptable and this needed to be taken care of. Has not seen any more sense than. They had a new driver and thinks they left the underneath tray on pulling this on the road.

[10:41:13 AM](#) Commissioner Martinez said he brings this up because all of a sudden it's not acceptable but they have turned a blind eye to this in the past. Has always tried to make this an issue with farmers leaving junk in the gutters and leaving manure and potato junk on the roads. It has

always been all well. Now it's not acceptable. Commissioner Hancock said it's never been acceptable. Chairman Farnsworth said he's been crucified for these issues but it's a hazard in the road. Commissioner Martinez said the farmers need to realize this is a hazard. Dave said they would have had a lot more issues on the railroad crossing had they not fixed this. Previously have had a lot of issues here. Chairman Farnsworth said they are not picking on anyone if a construction guy say a roofer dumped out shingles with nails no one wants to run over these. This is all public safety. Commissioner Hancock did take care of this immediately. Chairman Farnsworth said the feed tubs really need lights and blinkers.

#### **IT – GARN HERRICK**

- **RESOLUTION #2019-9 – SURPLUS OF PROPERTY – (ACTION ITEM)**

[10:44:14 AM](#) Garn said this is old outdated equipment. It is time to put this to rest. Most are monitors that have gone bad. Time to get rid of these items. Chairman Farnsworth asked if they are chucking these. Garn said they will probably put some of these on the auction site.

[10:46:28 AM](#) **Motion by Commissioner Hancock to approve resolution #2019-9 for data hardware and equipment that is outdated see attached list. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

#### **SHERIFF'S OFFICE – ALLEN FULLMER**

- **RESOLUTION #2019-10 – SURPLUS OF PROPERTY – (ACTION ITEM)**

[10:49:18 AM](#) Deputy Fullmer is here to get rid of some unused property. Have two Ford Expeditions that are old. A horse trailer they do not use. Interior components for the transport van that are just sitting. Needs to get these items sold. Other is unclaimed evidence that the Prosecutor has signed off on that they will put on the auction.

[10:50:27 AM](#) Chairman Farnsworth said they have two 2009 Ford Expeditions, 2003 horse trailer, interior components from a 2018 Ford Transport Van rear seats, hardware, flooring and head liner and ventilation duct work, Hi-lift Jack Model HL485, Carquest Marine Starting 12V battery part #24M-6, Duralast two ton jack stands, US general 3000lbs floor jack, Campbell Hausfeld Model FP209501 110 psi max air compressor, Sam's Club Roadside Emergency kit and aerove paint can dispenser.

[10:51:27 AM](#) **Motion by Commissioner Martinez to approve resolution #2019-10 for surplus of property for the Sheriff's Office. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

#### **COMMISSIONERS**

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

[10:53:49 AM](#) **Motion by Commissioner Hancock to approve commissioner meeting minutes from November 26, 2018. Second by Chairman Farnsworth. Roll call taken. Commissioner Hancock – aye, Chairman Farnsworth – aye. Motion passed. Commissioner Martinez recuses himself he was not at the meeting.**

[10:54:08 AM](#) **Motion by Commissioner Martinez to approve commissioner meeting minutes from December 3, 2018. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

[10:54:20 AM](#) **Motion by Commissioner Martinez to approve commissioner meeting minutes from December 10, 2018. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

[10:55:09 AM](#) Recess  
Open session 11:00

#### **CLERK – COLLEEN POOLE**

- **RESOLUTION #2019-11 – DESTRUCTION OF RECORDS – (ACTION ITEM)**

[11:00:26 AM](#) Colleen said this is for 2013 Payroll records, former employee records terminated on or before December 31, 2013 and Certificate of Liability Insurance from 1997 to 2015.

[11:00:52 AM](#) **Motion by Commissioner Hancock to approve resolution #2019-11 for destruction of records. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

#### **SOCIAL SERVICES – JACKIE MAUPIN**

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

[11:01:38 AM](#) **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.**

Open session 11:29

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

- **RESOLUTION #2019-8 – DESTRUCTION OF RECORDS – (ACTION ITEM)**

[11:30:04 AM](#) Jackie has attached exhibit A listing what is being destroyed. Ran this through Weston he said that everything looked. Chairman Farnsworth said they will see attached list so they do not have to read all of these cases.

[11:31:03 AM](#) **Motion by Commissioner Martinez to approve resolution #2019-8 for destruction of records see attached list. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

[11:31:27 AM](#) Recess

Open session 1:00

## **PLANNING & ZONING – KEVIN HATHAWAY – JENNY KERR**

- **PUBLIC HEARING – AREA OF IMPACT MORATORIUM WITH CITY OF RIGBY – (ACTION ITEM)**

[1:01:13 PM](#) **Planning & Zoning legal counsel Belinda Tanner is present**

[1:01:36 PM](#) Kevin said they have been discussing this for a few months to implement an interim moratorium until May. Question has been if this is in the correct sequence and it is. Have to have an Area of Impact Agreement with the county and city. Putting a moratorium on long enough so they can develop a plan that will be passed by the commission and city council. This is to give them time to have this plan and map developed. The comprehensive plan makes it priority to direct high density development and infrastructure. They are going to try and develop rules for the density to be handled in the in the most reasonable ways. Trying to implement a temporary moratorium to get this plan in place.

[1:03:46 PM](#) **Deputy Prosecutor Weston Davis is in the room**

[1:03:55 PM](#) Mayor of Rigby Jason Richardson said they are super excited to get the Area of Impact Agreements with the county in place. Are excited with the growth with the school and church. Looking forward to this. For the moratorium this is not the goal they just need to get the Area of Impact Agreement in place. The moratorium is a means to get this done cleanly. With all the growth comes the impact on water, sewer, the availability of wells and infrastructure. Have a higher density and changes the nature of how and where people travel. Want to see this done as fast as possible as to not impact a year of building. Have been developing the different requests on how this area of impact ordinance is done. This will be a transition from being in the county and going to the city.

[1:06:29 PM](#) Chairman Farnsworth asked the sign-up sheets for those in favor, neutral or against.

[1:06:57 PM](#) Jenny said no one is signed up to speak but does have a letter to be read into the record. (Exhibit B)

“Dear Commissioners I apologize for not being able to attend in person, however I request that this be added to the record for the matter of “Interim Ordinance pending an update to the City of Rigby Area of Impact” published in the Jefferson Star, 26, Dec, 2018 and scheduled for 7, January, 2019. While I am not opposed to the moratorium, or to the ‘hoped for’ results, I am deeply concerned by the methodology, motives, and past actions of the governing boards involved. The public notice infers that updating the Area of Impact Agreement will address water, sewer, and other infrastructure concerns in a very small area denoted on the published map. Among my concerns:

- There appears to be a misunderstanding of the structure and nature of an Area of Impact Agreement (per Idaho Statute 67-6526). It consists of at least two ordinances; one is a map that establishes the boundaries, and a second that establishes the zoning and associated land use ordinances. It is not clear what the intent is. The enactment or revision of these ordinances is a legislative action and encompasses the entire area of impact. The proposed area for the moratorium appears highly subjective and imposes sanctions on only a portion of the area impacted by the ordinance, unless the intent is to develop a separate area of impact agreement for that area. An ‘update’ to the ordinance will affect all properties within the current area of impact. Why exempt affected properties? If you are going to apply a moratorium, apply it to all affected areas.
- Idaho Statute 67-6523 addresses moratoriums and states ‘an imminent peril to the public health, safety, or welfare’ is required for adoption of a moratorium, Where is the imminent peril to public health, safety, or welfare? If these perils are indeed imminent, why did the county recently (within three months) approve amending plats to allow large subdivisions with less than one acre lots, to have individual well and septic instead of community systems, contrary to the current ordinance? Why did the City of Rigby tell the a new assisted living center located in the area of impact and adjacent to the city limits that they did not have to connect, when the original county approved plans required it? Neither governing board has demonstrated a concern over these types of ‘perils’. If it wasn’t a peril last week, why is it now?
- In my experience, it would be prudent to review and update the Comprehensive Plan to reflect the current trends and status of the county prior to revising ordinances. How can effective and sustainable land use ordinances be developed using decade old building guides? (2008 Comp Plan)
- I’ve a concern stemming from comments made by the City of Rigby P&Z administrator during a public meeting between the P&Z commissioner from Jefferson County and the City of Rigby in early 2018. The City had asked for a large expansion of the Area of Impact boundaries. When asked what the city’s plans were, and what the designed zoning ordinances might look like, the response was, ‘The specifics of the agreement are not important, we just need to get the agreement in place as quickly as possible, when the developers come, we’ll just tell them what to do’. As a property owner affected by these actions, that is not what I want to hear coming from city planners that want to impose control over my small domain. I’ve not been impressed with how the city manages what they have, I would discourage expanding that control until they have some semblance of a plan.

In closing, the City of Rigby and Jefferson County need to get on the same page and develop workable ordinances for the development, but they need to do the homework, and do it right. Sincerely, Michael and Diana Clark, 267 N 4100 E, Rigby, ID 83442.”

[1:11:02 PM](#) Mayor Richardson said it mentions in this letter they mention the City of Rigby told the new assisted living center located in the area of impact that they did not have to connect. Not sure where he is getting this because that is the opposite of what the conversations have actually been with this living center. Was not at this meeting and is not privy to what was said by the Planning & Zoning Commissioner from Rigby.

Not sure this is accurate knows the first item is not accurate. Knows that the City of Rigby has not told the assisted living center that they do not have to connect. Thinks they have an amendment to the plat coming into the county. So is not sure how correct the last bullet point is either. To address the first part whether this applies to the entire area of impact. Not sure if this can be written to only apply to the area of impact they are talking about on the south side. It is their desire to get an area of impact agreement across the board. Right now the changes are happening on the south end that is why they are spot lighting this area. By no means is their interest isolated to just the south side. Chairman Farnsworth said he understands they isolated this right now because this is where the growth is happening first and foremost with the church and school. Mayor Richardson said the other place is north and west but does not want to get too detailed into this discussion. There are properties on the north end that are talking about annexation. Area of Impact Agreement would go throughout the area would be their ultimate desire.

[1:13:39 PM](#) Chairman Farnsworth said if this is the same person with the Assisted Living Center they had come to him upset about having to hook in to the City. This letter says they do not have to. Mayor Richardson does not know who wrote this letter but believes they may have some misinformation thinks that is a misunderstanding.

[1:14:10 PM](#) Kevin said he has asked Ms. Tanner to address some of this letter.

[1:14:28 PM](#) Ms. Tanner said the statute they cited in the second bullet point talks about Idaho Code 67-6523 but the section they are proposing this under is Idaho Code 67-6524. The one the letter cited talks about emergency ordinances and moratoriums. They are using the interim ordinances and moratoriums so there are some differences. The statute this is being proposed under has different requirements depending on what they are doing. This requires a public hearing which is what they are here doing today. Under the section that is cited in the letter 67-6523 a public hearing is not required. This also has a shorter amount of time. Clarify the concerns are constructed under a different section of Idaho Code.

[1:16:02 PM](#) Kevin said there are two components to an Area of Impact Agreement. Have to develop the map and agreement. This is what they are doing now. They have to come together jointly to develop this. The fact that they are dealing with a specific area is done more out of necessity so they address this now in a timely way. There are other areas that also want to look at higher densities. Just did this section now to try and be ahead. The problems have occurred when development takes place they issue permits even if the area of impact needs updated. They develop one acre lots instead of two or three acres. This is preventing the city from having any growth. They are trying to get ahead of this growth and correct the mistakes from the past. This is for the comp plan for the city and county. Has been outdated and has been while Mr. Clark was on Planning & Zoning Commission. Hesitant to postpone these necessary changes. It is not necessary to have the comp plan updated to proceed with this agreement. This agreement will be a component in the comp plan. This will enhance the comp plan when they get it put together. Thinks this is pressing and the correct path to follow.

[1:19:21 PM](#) Commissioner Hancock said this may be a legal issue on the area of impact they are looking at they want to put a moratorium on a specific area. Similar to spot zoning. Is it legal to do a spot area of impact? Can they compartmentalize areas with the area of impact? This area they outlined in the proposal can they legally say this has different requirements from other areas. Also what is the peril that it has to be done right this minute?

[1:20:26 PM](#) Weston said the first question regarding this the proposal is that because there is a specific area that is impacted they are trying to limit specifically the area. Instead of painting a broad brush across the whole county. Thinks this should be encouraged and applauded that they have limited this to such a small area. This is not across the whole county. Commissioner Hancock asked if it is legal. Weston does not believe there is an issue because in the statute it says they can deal with selective classes of permits. This is geographical but this applies to all building permits in the area. They as a commission need to ask since they are in charge of finding and stating in writing that they can find an imminent peril to public safety, welfare or health. Not all three but at least one. Can they find an imminent threat to welfare, safety or health? If they can find this then the next question the legislature would have is if they can limit this to one small area that is better than saying no building permits throughout the county. Clarify he does agree with Mr. Hathaway said a comp plan update while appreciated is not required. This proposed area for limitation of building permits is entirely contained in the area of impact. Commissioner Hancock is not sure this is. Kevin said this is what they are trying to modify while also updating the requirements. Weston thinks the city will have a hard time moving toward annexation if this is not in the area of impact.

[1:23:22 PM](#) Mayor Richardson said they are upon request for annexation. Kevin said they do not have to be annexed to be in the area of impact. Weston asked if any area is outside of the area of impact. Mayor Richardson said yes. Commissioner Hancock thinks it is anything south of 100. Mayor Richardson said his maps are at the city. Weston asked the area. Commissioner Hancock goes over the map. Mayor Richardson addresses back when the Idaho Supreme Court said the city ordinances cannot be enforced in the area of impact without the county adopting their own ordinances. They cannot refer to their code it has to be the same word for word. Each of these can be different codes and requirements for each city. Commissioner Hancock said they have the whole area and they compartmentalize this area that will have separate requirements. Anyone that builds in this area has to build specific to this area of impact.

[1:27:19 PM](#) Weston said he understands the moratorium to make sure that no building occurs. If the city wants to change their plan or whatever they feel they should be doing for this to apply they will have to move toward annexation for the rules to apply. Kevin said they are amending the area of impact so this area would be part of the area of impact. Putting a moratorium on these areas pending an update. Ms. Tanner said this moratorium is on the building. Commissioner Hancock said when looking at the new Area of Impact Agreement will it be specific to this area separate from the rest of the city. Kevin said the whole agreement will be updated eventually. Commissioner Hancock knows it will be eventually but this area will be done May 1. Not opposed just wants to make sure they have plans and their ducks in a row. Trying to accomplish and make sure if this particular area the city has a church and school going in so they are putting services in this area. So they would like development to utilize these services. Telling them they are going to do this. Started talking about areas of impact and how to direct the growth. They will make every developer be able to have water and sewer ready. The developers will want to know how many years this will take.

[1:30:24 PM](#) Kevin said this is what they are talking about. Once the city and county started discussing the area of impact. They identified the infrastructure that will be extended as soon as possible. In order to do this they have to have a jointly adopted Area of Impact Agreement.

[1:30:54 PM](#) Commissioner Hancock said he is missing the point. Does not have a problem with this if they can do this specific to the area but if they are doing this for all of the area of impact when will they have all water systems ready to hook up. When is this going to happen? Ms. Tanner said he wants to know a timeframe for the rest of the area of impact. Commissioner Hancock asked if they can put this specific to this area. Because he can see this needs to be done just wants to make sure they do this in a manner that is fair and equitable to everyone.

[1:31:48 PM](#) Mayor Richardson said a year and a half ago before the church and school announced they planned to go in the area they would have said this was up in the air. The city will not mandate these houses to hook on. Until there is a desire from the property owners to develop they do not know. Ten minutes after they request then they do know. The question has been where is the area that will impact them if they do develop. When they do throw down a mile of water about four miles are interested in hooking on. Do not know this until the property owner decides to develop. Question for them is where the developments would impact them. There are some areas where they have made mistakes. Is this an appropriate area of impact when they finish the map for the proposed entire area of impact? This is where the time table comes in they need to have these debates. Commissioner Hancock is not disagreeing but can they impose requirements on the area they are putting the moratorium on versus something south and west when they don't know when they will have services. Kevin thinks they can because the comp plan says they should. Following this implementation they can look at other areas. This has been a daunting task to bite off the whole thing at once and fit something to the whole area at the same time. Thinks this is viable solution. Knows there have been concern on when this will all happen. Commissioner Hancock asked if they are looking at making different zones in the area of impact. Mayor Richardson does not think so. They have passed the minimal requirements that they think would be the best and have the least impact. Have the water in the front with sewer in the back would have an easement to the back where the sewer would be located. Then they have different requirements on their roads because the city likes curb and gutter.

[1:36:38 PM](#) Chairman Farnsworth said the reason for the moratorium is they know the building will start out there because of the school and church. It's not that they will not work on something northwest of the city. That is just not in peril like it is here. Kevin said they are trying to work on this at responsive speed. This is an emergency when looking at pressing needs. These are directly reflective with higher density housing. With higher density housing going in and no infrastructure they could create problems within the county.

[1:38:42 PM](#) Mayor Richardson said to address where the area of impact is currently shows what is inside the area of impact. Commissioner Hancock said if it is past 100 it is not included. Go over the area on a map. Weston clarifies for the record anything north of 100 north and south of 250 north located between 4000 east and 4100 east is not in the area of impact. Kevin said this will be in the area of impact once they get the agreement with the city and county finalized. Weston said they are not just asking for a moratorium but an amendment to the area of impact. Commissioner Hancock thinks this includes part of the county. Point he has it seems they could impose a stricter impact area where they do have these services. Mayor Richardson said the moratorium does allow them to have the new area of impact decided on. The arguments and debates should be on what the city proposes are the area of impact. Would not have suspected they could go this far out. Except a developer was able to come in with the ability to pull this down that far. The one mile within the services is doable. Know this would be doable. Have utilities to the city edge and across the street is not in the area of impact. Going out four miles is too ambitious. All the area of impact is county the city cannot because they do not have an agreement. The moratorium is to give them a moment to put this all in place to have safe development. The other argument is what has to happen while the moratorium is in place. They need to come up with a reasonable map.

[1:44:35 PM](#) Chairman Farnsworth said they have been given until May 1 hope they do not need this amount of time. Will not impede the builders. Will hit hard by the first part of May. Hopefully they get this done quicker. Commissioner Hancock is not worried about impeding the building. More of what will be the specific requirements in this area that have to be met. If they need to be sewer and water ready. Mayor Richardson said they are looking at what is usually done in the county. Almost everyone has the well up front. Will put water up front. The septic is usually in the back within the county. In order to get a sewer hooked up instead of putting this in the road they will look at having an easement in all of the development so if the sewer has to go in they are not costing money to turn this around if they have this in the back with an easement. Trying to make it so they can transition over with ease. They do have requirements with roads they like their curb and gutter. If this is known up front. Chairman Farnsworth thinks this is simple for the builder. Commissioner Hancock said they just need to make sure they know the specific requirements in the specific area. Concern to him has heard this before they make this so ominous that they just go out to the county to build. Kevin said that is interesting because Cedar Meadows wanted to wait because utilities were not in place. The minute this was accepted they sold through. They can build more houses with the higher density.

[1:48:56 PM](#) Chairman Farnsworth closes the public hearing section. Weston asked if they satisfied an answer on the imminent peril on public health, safety and welfare for a written finding. Commissioner Hancock said he thought on this quite a bit. Could look at the increased density in an area it has effect on the health is they put sewer systems in a dense area. Chairman Farnsworth said it could affect groundwater. Commissioner Hancock said they could address if they have adequate roads to take care of this area. Commissioner Martinez asked if they need one. Chairman Farnsworth said they have two with potential for groundwater pollution and the roads to accommodate the amounts of people moving in.

[1:50:38 PM](#) Weston said they have two parts to this code. This talks about interim ordinances. Also talks about interim moratorium this is what is being requested and has to have imminent peril to public health, safety or welfare. It's not if they can make an argument but what is the imminent peril to satisfy this statute. Have to have a finding of imminent peril. It's not if they could make an argument but what is the problem currently. Even if they need to hear more testimony that may be helpful.

[1:51:47 PM](#) Kevin said with the hearing for conditional use permit for the schools the biggest concern was developing the plan for the traffic. Anticipate this will be much higher. Concerns with crossings, turn lanes, busses and parents picking up kids. This was a health and safety concern. The increase traffic around a church and school even with no additional development will justify the imminent peril. If this development takes place without these things being taken into consideration thinks they will have safety issues.

[1:52:50 PM](#) Commissioner Martinez said right now the high traffic flow on this road. Mayor Richardson said the groundwater pollution. Does have concerns on where and how people drive. Not quite sure what the county requirements are on easements and right-of-ways. These will be

changes they included. With a higher population and density it comes with higher amounts of problems with public safety. City responds to some of the places that are close to Rigby because they are close and have a higher density of police officers. Have a lot of concern on safety impacts.

[1:54:37 PM](#) Chairman Farnsworth said city streets have crosswalks, sidewalks with curb and gutter. Thinks the city has more restrictions than the county does.

[1:55:20 PM](#) Weston thinks it is important that they do not speculate when looking at imminent peril. Mr. Hathaway has listed a church and a school going in and said that the school has had a hearing where they have talked about traffic. Looking at that bases this on things that are happening is more sound than looking at what could happen in the future. The other question is what the end goal is and can this end sooner. Have put May 1 down. Is this to have City of Rigby complete a revised comprehensive plan and if this is done sooner is this something they can terminate upon completion. Commissioner Hancock said this is the Area of Impact Agreement. Knows where they are putting this infrastructure but they may need specific zones. Need requirements that makes it such that it encourages developers to put in city water and sewer. Chairman Farnsworth said if they are done before May they can pull this off. Mayor Richardson excuses himself.

[1:58:51 PM](#) Commissioner Martinez thinks when they go to remodel a house they usually do this house in sections at a time. This is what they are trying to get done. Feels they are already behind. Glad they have someone that will step up to the plate and get things done.

[1:59:32 PM](#) **Motion by Commissioner Martinez to approve interim ordinance #2019-2 for preventing further development pending an update to the Rigby Area of Impact Agreement. Second by Commissioner Hancock. Discussion.** Commissioner Martinez thinks this is the growing pains within a county that is growing faster than what they imagined. Will not be able to please everyone. As far as he is concerned he would a moratorium throughout the whole county but they have to start somewhere. Chairman Farnsworth appreciates working with the city they need to work together to get this lined out. Weston said they would want to make a statement with specific finding that this is being prepared for this proposed area as advertised to be consistent with the map. Will also want to specifically state what the imminent peril is so this will follow into the written decision. Commissioner Hancock said specific on the imminent peril have decided there is traffic from the new church and school. Chairman Farnsworth said another imminent peril is possible groundwater pollution from the high density of homes and businesses. This provides two reasons. Commissioner Hancock said this interim ordinance that ends as of May 1 or sooner. Weston said they will want to state this in writing and have it presented at the next commissioner meeting. The interim ordinance and written findings be provided at the next meeting and will then go into place to comply with statute. **Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

- **PUBLIC HEARING – ACCESSORY APARTMENT MORATORIUM – (ACTION ITEM)**

[2:07:38 PM](#) Kevin said Weston had questions why they wanted to do an interim ordinance instead of an ordinance. They have added this as an interim ordinance to have some practice to see if this works. This is a conflict in the building code. This makes this more responsive.

[2:08:33 PM](#) Chairman Farnsworth asked for the sign-up sheets if anyone is signed up to speak in favor, neutral or against. Does not have anyone signed up.

[2:09:04 PM](#) Chairman Farnsworth said they want to put a moratorium on accessory apartment permits. Kevin said they want an interim ordinance that corrects the current ordinance that allows a separate structure building not attached to a primary dwelling. This is the major difference. Instead in the ordinance now it is not very clear if they can just build an accessory apartment as a rental. This is not what the ordinance intended. This is for the care of a loved one for a period of need. After the period of need then it is rentable. Prevents this from being built as a rental. They do not allow this in an R-1 zone so if they build a home and then have an accessory apartment they rent from the start this is not allowed in an R-1 zone. If they asked to build a rental in R-1 or R-5 would be told that they cannot. To get around this if they wanted to build an accessory apartment they could. Thinks this corrects this issue. This was not the intent of the ordinance. Chairman Farnsworth asked if they wanted this as interim or permanent. Kevin submitted this as an interim to see if there are any other changes that need to be made. Commissioner Hancock said at this time they cannot change this without going through the whole process.

[2:11:21 PM](#) Commissioner Hancock said this would be valid for one year. Prior to the year they would have to go back through this and make final changes. Kevin said they do not know if there are any other changes or fine tuning that needs to take place until they apply this. Does not anticipate any changes. Commissioner Hancock said currently the other one allowed for a separate structure and this one says they all need to be attached. Not saying this is bad but wants everyone to understand because this is a major change they will be making. Do not want to have separate units turning these into apartments. This is what has happened. Kevin said this was the intent even now the new structure has to look like the original structure. Thinks this is consistent to make this one structure again.

[2:13:37 PM](#) Commissioner Hancock said they still have the ability to bring in a trailer for a family member to live in with a conditional use permit. Kevin said this works well because once the need is gone so is the conditions. Helps make these compliant and consistent with the ordinance.

[2:14:10 PM](#) Weston said under the statute on interim ordinances it says if a governing board finds that a plan, a plan component, or an amendment to a plan is being prepared for its jurisdiction. So they need to make that initial finding to accept this on an interim basis. Saying they need to have a finding on a plan, plan component or amendment to a plan to have this as an interim ordinance or this should be a regular ordinance. Commissioner Hancock said they could state that they will have a permanent ordinance by a specific date because it is in the process. Could be the same or somewhat different. Does not think saying this is under process would not be a misleading date. Weston said they have a termination date with representation that the plan would be complete by the termination date. Based on the representation they made that under duration this ordinance shall take effect immediately after posting or publication after adoption. Shall be in effect for one year or until such time that an updated ordinance is adopted. Should say whichever occurs first.

[2:16:43 PM](#) Chairman Farnsworth asked where the timeframe is. Commissioner Hancock said this is at the end. Do have the change. Ms. Tanner said they will add whichever occurs first.

[2:17:57 PM](#) Chairman Farnsworth closes the public hearing section.



[2:18:09 PM](#) Commissioner Hancock thinks this is more in line with the intent of the ordinance to begin with. Chairman Farnsworth said it corrects the zoning issues they could have. Commissioner Hancock asked if procedurally they have to publish this. Weston said the publication has already taken place. Chairman Farnsworth said they will have to publish again on the final ordinance within a year or sooner. Weston said it seems to him this ordinance should say whereas they have three whereas should be a statement that Planning & Zoning is developing a comprehensive plan and anticipates this to be complete within the next year. Commissioner Hancock said this needs added. Weston said this way they have the plan, plan component, or amendment to a plan that is being created. Commissioner Hancock asked where this would be added. Ms. Tanner said this does say this interim ordinance will replace what is currently there. Commissioner Hancock said they could put this as a third whereas. The time is on the back. Weston said this will be within the next year. Wants to make reference that the comprehensive plan will be done. Commissioner Hancock said it is an ordinance not a comprehensive plan. Ms. Tanner goes over the addition she can have the revisions prepared for next Monday. Chairman Farnsworth said they will strike proposed from the top this will be ordinance #2019-3.

[2:22:35 PM](#) **Motion by Commissioner Hancock to approve interim ordinance #2019-3 for accessory apartments pending revision of the current accessory apartment ordinance. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

[2:23:39 PM](#) Recess  
Open session 2:29

### **PLANNING & ZONING – KEVIN HATHAWAY – JENNY KERR**

- **SUBDIVISION APPLICATION – GENE SCOTT – (ACTION ITEM)**

[2:29:13 PM](#) Chairman Farnsworth said this was tabled from the December 17 meeting. Kevin said there are now three lots instead of four that access the private road. Commissioner Hancock said with this they are not violating any county ordinances. Chairman Farnsworth asked if there are any comments. Mr. Thompson believes this corrects the issues. Commissioner Hancock said the road will be a private road. Chairman Farnsworth said there is no one here against this and it does meet the Planning & Zoning requirements to have three lots on a private road. Mr. Thompson said the lots are circled.

[2:32:24 PM](#) **Motion by Commissioner Hancock to approve Scott Acres subdivision 1 for the final plat. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

[2:33:38 PM](#) Chairman Farnsworth said the Health Department has not signed this yet. Mr. Thompson said they signed the previous one. Cannot record this without all of the signatures.

- **REFUND APPEAL FEE – TELFORD – (ACTION ITEM)**

[2:36:07 PM](#) Commissioner Hancock thinks that they should give the money back since they did not do anything on the appeal. Chairman Farnsworth said they did not do anything on the appeal.

[2:36:40 PM](#) **Motion by Commissioner Martinez to refund \$300 back to Mike Telford. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

- **OFFICE FURNITURE – (ACTION ITEM)**

[2:37:22 PM](#) Deputy Prosecutor Weston Davis left room

[2:37:35 PM](#) Kevin said they included this is a quote for Planning & Zoning, Park & Recreation, IT and the Court Recorder. Have separated them out per budgets. Have not got anything for Commissioners suites or for Lorie with the Extension Office.

[2:39:28 PM](#) Deputy Prosecutor Weston Davis is in room

[2:39:33 PM](#) Commissioner Hancock said that Tammy was in earlier on the GSA pricing. Kevin said this is good commercial grade heavy duty stuff. Chairman Farnsworth asked if they are leaving what they have. Kevin said they are taking the file cabinets but leaving the desks and partitions. Would be hard to match. Almost as expensive to tear everything out. It would save the department money if they could take this. Commissioner Hancock said his total is \$13,774 is this what he is looking for approval for. Kevin said they would like to place the order together on the same order. Kevin has about \$22,000. Chairman Farnsworth said some of this will come from different budgets. Commissioner Hancock asked if they have budget. Kevin is not sure if Mickey had any budgeted for hers. Commissioner Hancock said they can take their own phones. Then whoever uses these offices can purchase new ones. Chairman Farnsworth asked if they have enough in the budget. Commissioner Hancock said that Kevin does. Colleen has \$4,000 budgeted for the courts. Kevin said that Garn did. The only question would be if Park & Recreation does. Colleen said they could take it out of capital building and upgrades for Park & Recreation since it does not have a specific line. IT has \$5,000 in office supplies repairs, data equipment has \$45,000. Commissioner Hancock knows that he needs to get this ordered. Thinks they will be able to move the first of March. The biggest issue will be making sure electrical and heating is complete.

[2:51:08 PM](#) Chairman Farnsworth said something didn't add up. Got \$20,658 with \$600 for phones.

[2:51:21 PM](#) **Motion by Commissioner Martinez to approve office equipment for Planning & Zoning, IT, Park & Recreation and Court/Clerk for \$20,700 with Valley Office Systems. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

[2:52:38 PM](#) Kevin said Valley will be helping them move the file cabinets over as well.

- **EXECUTIVE SESSION 74-206 (A) – PERSONNEL INTERVIEWS**

[2:53:12 PM](#) **Motion by Commissioner Martinez to go into executive session 74-206 (A) – Personnel for interviews. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

[2:53:35 PM](#) Planning & Zoning legal counsel Belinda Tanner left room

Open session 2:57

- AREA OF IMPACT COMMISSION – (ACTION ITEM)

[2:58:01 PM](#) Motion by Commissioner Hancock to appoint Guy Bowden to the City of Ririe Area of Impact Commission. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.

**DEPUTY PROSECUTOR – WESTON DAVIS**

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

[3:00:43 PM](#) Motion by Commissioner Martinez to go into executive session 74-206 (F) – Legal. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.  
Open session 3:24

**COMMISSIONERS**

- EXECUTIVE SESSION 74-206 (B) – PERSONNEL

[3:25:11 PM](#) Motion by Commissioner Martinez to go into executive session 74-206 (B) - Personnel. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.  
Open session 3:41

- PERSONNEL DISCIPLINE – (ACTION ITEM)

[3:41:56 PM](#) Motion by Commissioner Hancock to adjourn at 3:42. Second by Commissioner Martinez. All in favor – aye. Motion passed.

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*Chairman of the Board*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Clerk of the Board*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*County Clerk*

\_\_\_\_\_  
*Date*