

**SPECIAL JEFFERSON COUNTY COMMISSIONER MEETING MINUTES  
APRIL 10, 2019**

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

**PARKS & RECREATION – MICKEY EAMES**

• **BIDS – SOUND/BARRIER WALL FOR JEFFERSON LAKE – (ACTION ITEM)**

[9:01:45 AM](#) Mickey said they are here to open the bids. Colleen said they received one bid. Chairman Hancock said this bid is from KB Concrete. Was hoping they would have gotten an additional bid. Mickey said the other individual couldn't do this until August because they were awarded two other projects. Chairman Hancock said they may not award this due to costs. The total price for option one for twelve foot wall is \$279,350. The option two pricing is \$340,000 for a fourteen foot wall. Will need to review the technical aspect of this. Thinks this may be higher than their budget. Will go through the technical today with Mickey after this meeting.

• **UTV - PURCHASE – (ACTION ITEM)**

[9:04:14 AM](#) Mickey said she needs to try and purchase the UTV. Was trying to get the same comparison. Got ahold of Rexburg Motor Sports, company out of Salt Lake City and Ron's Tire.

[9:04:53 AM](#) **Prosecutor Paul Butikofer is present**

[9:05:01 AM](#) Chairman Hancock said the one with Ron's Tire is a Kymco used 2015 price of \$6,000. This is with a plow and winch. Price from Rexburg Motor Sports would be \$7,300. South Valley Motor Sports a new 2018 lists for \$10,530. The price of \$6,000 seems very reasonable. Paul asked mileage. Mickey said it has 400 miles. Chairman Hancock asked if they have the budget. Mickey said she sold her other one for \$1,300 and budgeted \$5,000 for this.

[9:06:43 AM](#) **Motion by Commissioner Clark to accept bid on Kymco 2015 700 with plow and winch for \$6,000. Second by Chairman Hancock. Roll call taken. Commissioner Clark – aye, Chairman Hancock- aye. Motion passed.**

[9:06:53 AM](#) Chairman Hancock said they will need to go through the bids on the wall to do a determination. Mickey asked if they will do this today. Chairman Hancock said they will.

**COMMISSIONERS**

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

[9:07:45 AM](#) NBW Architect Scott Nielson and D. L. Beck Blair Baker. Scott said they have checked off the punch lists in Probation and feels they are about eighty-five percent done. Will go to Prosecutor and Planning & Zoning next. Will be evaluating the other areas to see if they are ready to check off. Is a fair amount of cleanup in some of the areas. On the elevator the installation is done. Minor wiring needs done. Understands the inspection will be happening early next week. Blair said they will be here Monday. Chairman Hancock said the person from Boise. Blair said that is correct need to make sure the fire alarm and telephone line are ready. Chairman Hancock asked on the fire alarm. Blair knows they have Omni doing this. Chairman Hancock asked Garn. Garn believes they are. Blair said that Loren had been coordinating with Omni. Will check on the status on this. Paul asked on a CO.

[9:09:47 AM](#) Building Official Jeff Ottley said for the CO they have the City of Rexburg coming at 11:00 today. Have the state inspections done. Is comfortable doing a conditional CO until the elevator is up and running. Will be pending on the state inspection on the elevator Monday. His understanding is they had to have everything done until this is scheduled. Far as for CO they can sign a partial CO today. State inspectors are comfortable with this to get people moving in. Will have the stipulation that ADA compliance will be completed once the elevator is operational.

[9:10:56 AM](#) Scott said regards to this typically they can start moving things but cannot occupy until they have the TCO. Chairman Hancock said they will only be moving stuff in. Will not be occupying. Blair said they had people cleaning last night and should be back today did get quite a bit done. Thinks they should be able to move stuff in tomorrow. Scott said it sounds like Jeff has worked with the City of Rexburg. Jeff said he has spoken to Loren. Will send an inspector done at 11:00. Will not charge any inspection fee will send someone down who is certified in commercial. Will be able to get a temporary CO this afternoon.

[9:12:14 AM](#) Scott said they are moving the electrical that was behind the cabinets and looked like it was coming along. Loren has picked up the extra keys. Pump proposal they need to discuss this. Chairman Hancock said they have looked at this today. Scott asked if they are ready to make a determination. Chairman Hancock asked if they have one from Bingham. Blair thought this was sent a while ago. Commissioner Clark said they had a question on this. Chairman Hancock said it does not say there are two cisterns. Scott reviews the quote they have. On page one is where it discussed two cisterns. Commissioner Clark shows that it does say a typical of two pumps. So there are two stations if that is the case. Chairman Hancock thinks if that is the case then it should be adequate. Scott said he had Ryan Loftus go through the figures of American Pump and Robertson's. Indicated that Robertson's had two valves that were

not needed would take off about \$2,000. Price from American Pump did not have any freight included so would add about \$2,000 to that. Still leaves American lower.

9:16:42 AM Blair said he found the invoice from Bingham. They sent this over in December so may have gotten this in January. Chairman Hancock said he may try to search. Blair said this was a total of \$110,447 for pumps, labor and piping. Is \$70,810 in materials have four pumps, panels, floats, disconnects, check valve, valves and seal pipe. Scott said the ductile iron is not in American Pump or Robertson's. This is more installation related and they were just bidding equipment. Chairman Hancock asked Bingham's price again. Blair said the price was \$110,447 with all the stainless steel rail system and piping. Chairman Hancock asked if this includes labor. Blair said it did have \$70,810 is the parts plus \$5,014.74 in piping. Scott said the piping is not included in the other bids. If they do the installation on a time and material then this piping would go back into labor. Blair said the total is \$75,824.74. Chairman Hancock said they have Bingham, Robertson's and American Pump. Another suggestion on American Pumps may ask if they want to install these. Scott said they spoke on this and they are too busy and would not be able to do this until August. Chairman Hancock said they may be stuck with Bingham. Scott said that Paul Field had said basically the same thing on the electrical. Chairman Hancock said they now have the three bids and that is what Weston had been concerned about. Had talked with the engineer on this. Scott said the engineer went through these and feels that they have everything that they need. Chairman Hancock said the one breaks a lot of the items out. Just hopes everything is included. Scott knows that Ryan Loftus met with them and verified the equipment. When he talked to American he was going to come look at the cisterns and make sure everything he bid will work. Asked him to get back with him before this morning with any concerns. Scott asked they approve a little bit above that for freight. Chairman Hancock said they could do a ceiling amount of \$42,000.

9:22:11 AM **Motion by Commissioner Clark to accept the bid from American Pump for \$39,166.92. Will add a ceiling amount of \$42,000 to cover any freight or additional costs. Second by Chairman Hancock. Roll call taken. Commissioner Clark – aye, Chairman Hancock- aye. Motion passed.**

9:23:15 AM Scott said they have training set up for county personnel. Rebecca said this is Tuesday at 10:00. Blair said they will meet over in the hallway. This is mechanical, HVAC and plumbing. Rebecca said she sent a text on this to Corey, Travis and Bryan, Chairman Hancock said they need to video this. Rebecca said she will video this. Scott said sometimes when they come in they ask what questions they have and that is not adequate training. Will ask Corey and Bryan to affirm that they are satisfied with the training. Chairman Hancock said they need to know how it operates and maintain this. The different nuances of stopping and starting this. What is the overall maintenance schedule? Scott said after the close out they will have maintenance manuals. Blair said they have red line drawings. Scott said the red lines will be provided to them and they will make a fresh set of drawings. Then they will provide a hard copy to the county. Scott said they are working on housekeeping items.

9:26:08 AM Blair said the main things they have some pieces of door hardware and need to redo smoke seals and cleaning.

9:26:45 AM Dave said weather permitting will be looking at next week on the main parking lot. Chairman Hancock said they have one soft spot in the parking lot. Dave said they do have this. Right now the weather is not looking too promising. In the interest of having a good parking lot they may have to hold off. Chairman Hancock said part of the landscaping they will bring in the dirt and they will do the landscaping. Blair said he thought they would bring in the topsoil but that is fine. They will spread this and get the sprinkler system in. On the east side have some left on the ponds. Planning to do the valley this next week. Will get the curb and gutter machine down here this week weather permitting. Chairman Hancock said they will be bringing top soil from Crystal Pit.

9:28:45 AM Dave said they will have George come and fix the soft spot up at the front of the parking lot. Would like to change the way the traffic uses the parking lot. Could have a one way in one way out thing. Would have to fog the parking lot to change this to slant parking. Scott said they can provide a new striping layout if needed.

9:30:41 AM Scott said the one looming over them is the easement for the discharge line. This is becoming more critical. Chairman Hancock said he spoke with Darren and talked with Weston who will talk to their attorney. Trying to approach this by telling the neighbors they will file a lawsuit to take possession of this because no one says they own this. Otherwise they will go before a Judge and have this granted to Darren Peterson. Then would get an easement for their line. Weston was going to speak with Mr. Wright who is Darren's attorney on this. Will then have a ten foot easement for utilities and maintaining the line. Talked to the Health Department and did not have a problem they want the trees gone. Would like to get the cost to remove the rest of the trees. Blair talked to Zundel and Upper Valley Tree service. Will need to contact them again. Commissioner Clark said he can contact Gary Wilcox and have Dave contact Arbor Tech. Will get some tree removal bids. Scott said a lot is hanging on this right now. Chairman Hancock has talked to the canal company they are fine with the extra water coming in.

9:34:30 AM Scott said the Burgess was supposed to be filled today. Dave thinks this will be delayed a few days due to a few more maintenance issues. Scott mentions unrelated on the water line on 4000 will not go under the roadway. Found some relief with Century Link down the east side of the road. Significantly more economical approach. Dave said this will be much less of a traffic impact. Scott said they will go down the east side.

[9:36:41 AM](#) Chairman Hancock said Tammy is here about moving. Tammy is not sure of the plan. Need to have Valley back in. May have a few people but not a full crew until Monday. Cannot move without furniture. Was not sure on the phones will these be off. Chairman Hancock said they will be off on Friday at 5:00. Paul said they will be doing theirs on the 26<sup>th</sup>. Scott said that will provide them with the elevator to use. Paul said it would cost them more if they did not have the elevator. Chairman Hancock asked Garn on Tammy's phones they go off at 5:00 on Friday and Paul's will be the 26<sup>th</sup>. Garn said that is correct but the Prosecutors will be off on the 25. Tammy said they will need to make arrangements with Valley to start. Chairman Hancock said most of the furniture is in the middle of their rooms already. Tammy asked if they will be good to occupy on Monday and have keys for employees to get in. Does not want to be here letting staff in. Chairman Hancock said they will be getting the keys. These will be given to John Wolfe. Paul asked if the change to the key policy is on the agenda Monday. Rebecca would suggest to use the new form for the new key policy and they can do the key requests anytime.

[9:40:01 AM](#) Scott said what he saw on the punch list they could move in as quickly as they can make arrangements with Valley. Chairman Hancock knows they are really pushing to get done. Blair is trying to catch up on where they are at on the sub water invoice. Chairman Hancock said he would like to sit down with Scott on this. They have been through this as commissioners then they could sit down with Blair. The materials are straightforward. If they could sit down and go through these. Some of these items they feel should have been covered by contract work. Blair said they need to make sure this is not doubling up. Chairman Hancock goes over some concerns. Blair said he would be available today or Friday.

[9:43:15 AM](#) Tammy clarifies they can get Valley in and start getting the furniture built. Chairman Hancock said he has access to an enclosed trailer to help as well.

[9:43:43 AM](#) **Motion by Commissioner Clark to adjourn at 9:43. Second by Chairman Hancock. Roll call taken. All in favor – aye. Motion passed.**

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*Chairman of the Board*

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*Date*

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*Clerk of the Board*

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*Date*

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*County Clerk*

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*Date*