

**JEFFERSON COUNTY COMMISSIONER MEETING MINUTES  
APRIL 8, 2019**

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

**SOCIAL SERVICES – AMY JOHNSON**

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

[9:02:47 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.

[9:03:19 AM](#) Deputy Prosecutor Weston Davis is in room

Open session 9:27

[9:27:12 AM](#) Chairman Hancock said they will table this discussion until later in the day for further documentation that is needed.

**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)**

[9:27:24 AM](#) 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 9:55

[9:56:04 AM](#) Motion by Commissioner Young to go into executive session 74-206 (B) - Personnel. Second by Commissioner Clark. Roll call taken. Commissioner Clark - aye, Commissioner Young - aye, Chairman Hancock – aye. Motion passed.

Open session 10:51

**PARKS & RECREATION – MICKEY EAMES**

- **PURCHASE UTV – (ACTION ITEM)**

[10:52:37 AM](#) Deputy Prosecutor Weston Davis left room

[10:53:06 AM](#) Prosecutor Paul Butikofer left room

[10:53:09 AM](#) Mickey is here for approval to purchase a UTV for \$6,000. Has a blade and winch on this. The blades are around \$700 to \$1,000. Has 383 miles. Did sell their other one for \$1,300 and has \$5,000 budgeted for this kind of purchase. Chairman Hancock sees this is something they will use. Commissioner Young said they do not have one now. Chairman Hancock said they have a four wheeler. Mickey said they do but has a camp host that will be using this. Commissioner Young asked if they have got any other bids. Mickey said she looked all over the place and this was the cheapest that she had found. Commissioner Young said they want all of the prices. Mickey wished they would have emailed her back so she could have this all done. Chairman Hancock said they always need three bids. Mickey said the Kymco makes Artic Cats so it's not just some off name brand. Chairman Hancock said she will need to come back with additional bids. Mickey said she will come back with the other bids.

- **BACKHOE REPAIRS – (ACTION ITEM)**

[10:56:09 AM](#) Mickey said this will be anywhere from \$1,000 to \$1,400 to finish repairing the backhoe. This is putting the thing that fell off the bottom. Chairman Hancock said this was the driveline. The joint is off. Mickey said that the driveline was easy to repair and U joint was bent and will need to put on a new joint. Wanted to get this approved so when they get the bill it can get paid. Chairman Hancock said this is maintenance operations so it does not need approval and it needs to be done.

**PUBLIC WORKS – DAVE WALRATH**

- **UPDATE**

[10:58:30 AM](#) Dave said they are hoping for wind. Is going to get rain the rest of the week. The ground is too soft for asphalt. Do they need to do a compaction test? Chairman Hancock said it probably wouldn't hurt to demonstrate that they have done this. Have a contract with Allied out in Rexburg. Might be the best or they might get second guessed. Dave said once they are ready they will have them come and do a few tests. Got the quantity is around 300 ton. Chairman Hancock said will be around \$17,000. Dave said this week will be doing culvert work with the anticipation of water being put in the canals and ditches. Will always be doing pothole repairs.

Got some more durapatcher oil last Thursday. Had an issue this had chunks that were not softened. How this works is the DP-1 oil is usable in lower temperatures. They make the CRS-2 oil and add one and a half percent diesel. Stuff they got last week did not have any diesel in this so they may have to come pump this out and take this away. Have tried putting some diesel in the durapatcher tank and once this mixes up it will soften the chunks. Is not conducive to patching.

[11:01:42 AM](#) Chairman Hancock said he had to use the cutoff road in Hamer this is in great shape. Saw the blade was sitting with the roller on another road. Dave said the drain was an issue on the pass and has contacted ITD. This has to be periodically maintained. This is out on 2700 N under the freeway to Montevieu. Chairman Hancock said he checked the Fransen road and thinks the roads are in good shape. Dave said it takes awhile to get to all of them. Commissioner Clark asked how long they have been grading. Dave said as often as they can since the snow has been gone. Cannot do this if they have water on the roads.

[11:03:21 AM](#) Dave said they had an incident at the landfill. Patrons were locked inside the landfill. They were dumping out of site and the crew left and locked the gate. Chairman Hancock asked if they called. Dave said they did but wanted to let them know this happened. Dave said they will try and make sure they do a drive around in the future. Will not be here next week but can send Jerry. Still planning the road tour on April 29. Chairman Hancock said he drove on the dirt roads out in the area and they were in good shape. Dave said out west of Roberts are in decent shape there is a lot of area for one blade. Have been working on the jackrabbit cinder pit road. Had a lot of water across this.

[11:05:15 AM](#) Chairman Hancock said he got a call from the Development Company on the Kettle Butte project. Has signed this. It was submitted to Seattle. They met with them over in Boise on another issue and it seemed this will be a high priority and looked promising. Dave said this would really help with maintenance and would be a good project. Spoke with Pauline Johnson a week or so ago and said it looked good. This is 2100 E from Countyline to 400 N. This is four miles.

[11:06:52 AM](#) Rebecca said this is commerce money. Chairman Hancock asked why this comes from FEMA. Rebecca said this is linked to the declaration but is not emergency money. Chairman Hancock said the Development Company felt after talking in Boise that it was promising. Thought maybe they were too late on this because this was supposed to be done in December.

[11:07:53 AM](#) Dave said they have started on the school off 200 N. Have some scrappers working over there. On the waterline understands the City of Rigby approved \$50,000 Thursday as part of their contributions to the overlay. Not sure what the church will do. This will still leave them with \$200,000. Chairman Hancock said this will be based on cost. Dave said the alternative is to drill a fire suppression well at \$75,000 to \$100,000. Are putting in the sleeve. Gearing up for a season of chip sealing. Chairman Hancock asked for a list. Dave said he has a list together and will have this for the road tour. A lot of roads are in bad shape this year. Will have to prioritize this year. Chairman Hancock said Yellowstone Highway and 3800 both look good. Dave said Archer Highway looks good too. They had a guardrail hit out by the cabinet shop. Was hit pretty good will having to do some repairs on this. Contacted the Sheriff and Prosecutor. Chairman Hancock asked on the roller. Dave said they will be getting the roller this week. Truck is ordered. Commissioner Clark asked for an update on the road grader. Dave said this is going down this week. Chairman Hancock said this is not a critical item. Does have to be fixed. Dave said they will get mag-chloride today one load in Circular Butte and Rigby. Will be doing this with the rain that is coming. It is helpful to have the water on the roads. Chairman Hancock said this is dust abatement for the homes. Dave will have Jerry come next week.

[11:11:55 AM](#) Dave asked about the move if they have any news. Chairman Hancock said they will know more on Wednesday. Planning on Thursday and Friday. Dave said Friday would be comp time.

[11:12:29 AM](#) **Prosecutor Paul Butikofer is in the room**

[11:13:01 AM](#) **Prosecutor Paul Butikofer left room**

## **EMERGENCY MANAGEMENT – REBECCA SQUIRES**

### **• REGIONAL READINESS RENDEZVOUS REPORT**

[11:13:33 AM](#) Rebecca said this was a health care focused training for emergency management she went to on Monday and Tuesday. If they had to do mass distribution of vaccinations that actually falls on the county and not the health department. This would be our job to oversee this. Will work on these plans. Does not think they have any points of distribution. Other interesting things is Idaho Office of Emergency Management has a position over critical infrastructure. Would like to visit counties to view the critical infrastructure and assist getting grants for these places.

[11:14:57 AM](#) Chairman Hancock said this came up before and they identified critical areas within our county. Rebecca said this is ongoing. Few years ago did an earthquake analysis of critical buildings: Courthouse, Central Fire, West Jefferson High School. Actually this building came out really well. The structure is steel. Was thinking of the Public Works compound and fuel storage. Would be a great thing to leverage Homeland Security money to get a fence and automatic gate. Commissioner Young said one of the things if they have a large emergency in this county they would need help. Need the vehicles to have fuel. Need to keep them running. Rebecca said FEMA has public assistance and individual assistance. Public assistance is what they experienced with the flooding in Roberts. County threshold is \$94,000 then they have to meet the state threshold which is more. Then they can qualify for a federal disaster then

they are able to rebuild public infrastructure. Individual assistance would be hard for Jefferson County to qualify. The Teton dam flood they qualified for individual assistance but they know the magnitude of this. Will visit with Idaho Office of Emergency Management. Commissioner Young said they need to find some locations for this. Chairman Hancock said they can put fuel storage out at Circular Butte. Rebecca said while in Florida they had two spots for fuel for responders. Crazy how much fuel they were going through with all of the emergency vehicles. Chairman Hancock knows without fuel they just sit.

- **TRAVEL AUTHORIZATION – (ACTION ITEM)**

[11:19:38 AM](#) Rebecca said they have travel authorization. There is opportunity at the Emergency Management Institute in Maryland class is E1079 hazus. This is GIS software utilized by Homeland Security. Is here looking to have this covered for GIS Contractor for Eric Smith. The air fare would be covered by Emergency Management and reimbursed by FEMA. Then there is a meal ticket that is not reimbursed but runs about \$100 for the week. This is a campus and they eat at the cafeteria. The class is utilizing GIS for emergency preparedness and disaster. Bring him up to speed on how the county can use the maps in time of disasters. Chairman Hancock asked if he asked to go. Rebecca said she broadcasted this to those that may be interested. Has already done the basic training. The only other thing is he is a contractor and not an employee. Asked if they would they pay his contract wages while attending the class.

[11:21:01 AM](#) Chairman Hancock said they could pay for half of the time since he is a contractor not a full-time employee and would benefit from this class. Works for the City of Blackfoot and teaches up at BYU-Idaho. Will benefit. Commissioner Clark asked on his timeframe in a week. Chairman Hancock said they pay three days a week. Rebecca said this is \$1,200 for the week. Chairman Hancock does not mind paying for the three days or what he normally works. Rebecca said this could come out of emergency management budget. Commissioner Young said this is volunteer training. Chairman Hancock said it is not mandatory but would benefit the county and him as a contractor. Could pay the three days they normally pay. Commissioner Young asked how long this training is. Chairman Hancock said this is three or four days of training.

[11:23:00 AM](#) Rebecca said as a contractor they can pay him or not pay him. Can find out how many days this is. It is either three or four days. Section 22A would need a signature. Chairman Hancock said would need to know if he would still want to do this. Rebecca has spoken about this both ways. Asked if he is still willing to go if they did not pay him. If he decides this is not enough they can shred the form. An individual off the street cannot go to this training they have to have a sponsoring organization.

[11:25:11 AM](#) **Motion by Commissioner Young to approve to pay for training for Eric Smith for Emergency training in Maryland and pay his normal contractual wage during this period in July. Second by Commissioner Clark. Roll call taken. Commissioner Clark - aye, Commissioner Young - aye, Chairman Hancock – aye. Motion passed.**

[11:26:38 AM](#) Rebecca said there are also some opportunities for her for travel in May. So the first is the State of Oregon is having a State Emergency Response Committee/Local Emergency Planning Committee. Have invited so many additional seats from other states. This is heavily focused on Hazmat with response and recovery. Conference is May 13 through 16. Looking at an eight hour grant writing seminar on May 13. Then the conference goes the 14 through 16. Originally was not planning on going to this. One of her colleagues from Bonneville County will be driving a county vehicle to Pendleton and asked if she wants to go. Travel would be covered by Bonneville and the State of Oregon is covering lodging and meal. It would cost the county her time away from the office. Will cover the lodging themselves is not sure on the meals if this is reimbursed or a per diem. Chairman Hancock asked what the other one is before they make a decision.

[11:28:36 AM](#) Rebecca said the other one is in Meridian on May 29 and 30. This is for earthquakes. The first class is screening of buildings to know if a building is safe to re-enter. The second day they teach a class on earthquake mitigation. Chairman Hancock is not sure. Rebecca said they do not have anyone in the county presently trained for screening of buildings. Get asked all the time on how to be more prepared. This would give her more information on seismic issues. Ordinarily would not seek out the mitigation class but she will already be there so might as well do this.

[11:30:23 AM](#) **Prosecutor Paul Butikofer is in room**

[11:30:25 AM](#) Commissioners look over the class descriptions. Commissioner Young asked if she wants to go. Rebecca said she would.

[11:30:55 AM](#) **Prosecutor Paul Butikofer left room**

[11:30:57 AM](#) Chairman Hancock asked her workload and if she really has time. Rebecca said it is tremendous she is very busy. Chairman Hancock asked if she should pick one. Rebecca said she would pick the mitigation training in Meridian. It would cost more because they would have travel, lodging and meals. The other is cheaper but more time away. It is in Oregon which is an eight hour drive. Would choose the earthquake one. Needs to do a grant writing seminar but could pick one up somewhere else. Commissioner Clark said they had some information last week on grant writing. This is through Senator Risch's Office.

[11:32:57 AM](#) Paul interrupts asking if they need to be here on the update. Chairman Hancock said they need to ask on written decisions. Paul believes Weston is over talking with Kevin.

[11:33:35 AM](#) **Prosecutor Paul Butikofer left room**

[11:33:38 AM](#) Commissioner Clark thinks if Rebecca feels she has time it is fine but if she is too busy may need to pick one. Commissioner Young said they are both in May. Rebecca said the LEPC would be a great opportunity but would prefer to do the earthquake class.

[11:34:39 AM](#) **Motion by Commissioner Clark to approve Rebecca to attend earthquake training in Meridian on May 29 and May 30. Second by Commissioner Young. Roll call taken. Commissioner Clark - aye, Commissioner Young - aye, Chairman Hancock – aye. Motion passed.**

- **CIVIL DEFENSE ORDINANCE**

[11:35:25 AM](#) Rebecca has a markup on this ordinance. Has a couple things to ask on this. This is a seven page document. Chairman Hancock said they are changing the name that is the first item. Rebecca has added a lot of comments. Making of the changes are to make the emergency management ordinance in line with the state disaster ordinance. Section 6-1-3 on page two we are required by federal law to have a Local Emergency Planning Committee (LEPC). Her thought is to combine what they call the Civil Defense Council with the LEPC. LEPC focuses on hazardous materials whereas the Civil Defense is an all hazards. Feels they should have one committee. In the bylaws of the LEPC the chairman is chosen from its membership. Have Carl Anderson as chairman and Kevin as vice chairman. This would make one of the commissioners the chairman. They can then appoint someone else to be the chairman. Emergency Manager would be the vice chair. Could continue doing this like she has been doing it. Commissioner Clark does not really have a preference. As far as chairing this how does she feel this would work? Rebecca said the chairman helps develop the content of the meeting and runs the meeting. Commissioner Clark asked who would be best would this be a commissioner or a fire chief. Rebecca said the bylaws say they have to have a chairman. Carl conducts the meetings but she comes up with the agenda and speakers. Gets a calendar and does the minutes. Commissioner Clark asked what would change. Rebecca said this would not change much either way. Bylaws say the chairman is elected from the LEPC membership. They as commissioners are part of this membership. Could be a fire person or public health person. Commissioner Young asked how the chairman is chosen. Rebecca said they are chosen at the meeting now. Would have to change the bylaws that commissioners would always be the chair and emergency manager would be the vice chair. Chairman Hancock thinks this falls more in line with how they have things setup within the county. Commissioner Clark said if this is something they are not attending the lecture they are not as aware. Rebecca said it changes the job very little.

[11:39:32 AM](#) Chairman Hancock said one of the things it talks about is declaring local emergencies. They can do this as commissioners so that is why it falls in line with their responsibilities. Commissioner Clark said that was what his question was. Chairman Hancock said this makes them more in line.

[11:40:23 AM](#) Rebecca said section 6-1-5 the Local Emergency Response Authority (LERA) the Sheriff will be designated. That means they do not have to do a resolution it will always be the Sheriff. This is new. Spoke with the Sheriff and he believed he already was the LERA. Would still be deeply involved with the paperwork. Another that is interesting is section 7-1-7C this gives the director which is her position talks about obtaining supplies but allows them to commandeer things. Chairman Hancock thinks this should be back on the commissioners. Rebecca is comfortable with this. Next is down on F of the same section. Says in an event of an emergency this provides the director to go and dictate other departments. Other side of this is if they do not have county employees doing this who does. Commissioners think this is fine.

[11:43:15 AM](#) Rebecca said in the same section after H it states the director will be appointed as a deputized sheriff to allow certain authority. Chairman Hancock said that should be deleted. Rebecca said that is a great idea. Section 6-1-8 all officers and employees in the county are part of the emergency management organization. When there is a disaster they are all part of this organization. When she was first looking this over this last sentence gave her a pause. They formed this organization in the title and terminology it said they shall conform to Idaho Disaster Preparedness Act, recommendations of the federal government and Idaho Office of Emergency Management. At first thought they were ceding some authority but thinks this is NIMS compliance and that our plans ducktail with their plans. Chairman Hancock said that is how he read this. Rebecca said sections 6-1-11 and 6-1-12 she needs to work over this with the attorneys. Added 6-1-11. Chairman Hancock said this is burning restrictions. Knows the fire chief said they have no real teeth. Rebecca said that this is the teeth for the burn ban. For a countywide burn ban they may declare burning restrictions when fire conditions threaten life and property or at the recommendation of any of the four fire chiefs in the district. May declare a prohibition on open burning of agricultural debris, vegetation, recreation or camp cooking or other fires that may threaten public safety. Such restrictions shall be adopted by resolution. Declare the reason for the prohibition and the expiration date of the restrictions. May be renewed by resolution for as long as extreme conditions are there. Will add this needs to be made public. When do a burn ban this is by a resolution and does not have to have a public hearing. To have the teeth on the violations they need to have a public hearing and be adopted as an ordinance. This way when a burn ban is in effect there will be a misdemeanor for violations. Will work out the exact verbiage with Weston and Paul. Chairman Hancock said this would be done by a hearing. Rebecca said this whole thing has to be done by a public hearing. But then they can just do a resolution for the burn ban.

[11:47:11 AM](#) **Deputy Prosecutor Weston Davis is in room**

[11:47:14 AM](#) Rebecca said the burn ban would reference the county ordinance. Thinks they could put this is effective after passage. Chairman Hancock thinks so not sure why they would have to worry about all of the other agencies. Rebecca thinks this ordinance followed on the hills of the Stafford Act. Much more familiar now the Stafford Act is what provides for FEMA. With this input can she get this published for a public hearing? Commissioner Hancock does not see any problems.

[11:49:13 AM](#) **Deputy Prosecutor Weston Davis left room**

## **COMMISSIONERS**

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

[11:49:54 AM](#) Building Official Jeff Ottley spoke to City of Rexburg and they will come down and do the final inspection after speaking with Weston and Paul. Looking like they will be busy on Thursday. Should they look at Wednesday? Chairman Hancock said as long as they are ready. Jeff said they have the state inspections. On the elevator will need to have the state inspectors come up. Chairman Hancock said the push buttons are not done. Jeff said they had floors and push buttons left and they are working on this today. Not sure when they will be able to inspect this but the hole is closed up. Chairman Hancock said it does look really nice. Jeff said on the backside they still have to do drywall for fire. Have done all the rest of the inspections but wants City of Rexburg to double check them and sign the CO. Will shoot for Wednesday is not sure the elevator will be ready. Chairman Hancock said they will be having a construction meeting Wednesday morning. Jeff said they could plan for Wednesday mid-morning. As far as he can see they have enough to get a temporary CO. Once the elevator is fully inspected they could get a final CO. Chairman Hancock asked if the electrical finished up. Jeff said they are working now. They will give a partial pass on the drinking fountains upstairs until it is fixed.

[11:53:11 AM](#) Chairman Hancock said it is looking pretty nice went and walked it this morning. Jeff said upstairs has a little bit more. Thinks the main floor is functional and safe for people. Chairman Hancock said they will not occupy this until Monday. Jeff thinks they will be putting desks together on Thursday. Chairman Hancock said they have changed and are not having cameras in every room. Jeff was wondering because they did have quite a few and did not know if it was completely necessary. Good to have in the areas of the public in case they have issues.

[11:54:52 AM](#) Rebecca said she sent a text to Bryan Briggs on the mildew in the basement. Was going to get with him to see where these spots are. If he sees them just point this out. Jeff said there is a spray that looks like kitchen cleaner then have some of the Kilz Primer put over the top. Commissioner Young said they talked about the parking lot last week. Need to talk with Omni Security about buzzing the doors. Rebecca thinks Garn was taking care of this. Chairman Hancock asked to have Garn come in to verify some items. Commissioner Young said Scott Nielson was going to get them a punch list. Have outlet issues they did not have outlets for the sump pumps. Chairman Hancock thinks they had to have these originally. Will need to follow up on this. Dry erase boards are the wrong type they do not cover up their marks on the walls. Chairman Hancock said they are wrong ones. Commissioner Young said they are not covering up the holes in the walls.

[11:59:27 AM](#) Chairman Hancock asked Garn on some things since they are coming to a close. On the cameras from Omni they do not want to hook these up in Planning & Zoning except the reception area. Garn said this was Twisted Technology. The DVR is still in their office. Chairman Hancock said they will only do the reception area. These should be hooked into the Sheriff's Office. Is there any other issues have talked about the buzzer for the reception area in Prosecutor Office. Garn said he will ask Omni would probably be after they move in. Colleen asked about emergency buttons for all the offices. Garn said that would be a question for John Wolfe. Rebecca brings up an issue on the breakroom being locked. Could be open during business hours if someone would take the responsibility to lock this. Chairman Hancock asked if there are any issues on cut over for the new building. Garn said they got the phone line tied into the elevator on Friday. This will dial out to dispatch this is what Northwest Elevator recommended. Phones will be active over here on Monday morning. Will have BPS here setting up numbers. Will be going to departments to get items setup. They are ready. Chairman Hancock said they are excited but nervous does not want this to fail.

[12:04:54 PM](#) Colleen said that Amy has the additional information whenever they are ready. Chairman Hancock said they will finish this discussion first. Gets binder on prices for the water mitigation. On the pumps they have names of the items but is hard to try and price these. Commissioner Young said Scott Nielson was going to get them a list. Chairman Hancock said he tried to look online. Wants to go over some of the labor in the book. Bingham he thinks theirs is decent they did a good job. Really did not have a big issue with Bingham. Had to hook up the air handlers. With Mountain West for example the panels were never installed. They did not have to redo all of the conduit. Laid out electrical room panels this is part of the original contract. Thinks some of this should be split. Chairman Hancock said they have things that are contract work listed on time and material. No credit for things they did not have to do. The invoice that said outdoors is when the gas company hit a power line and they will have to pay this.

[12:17:08 PM](#) Chairman Hancock said the labor they have a project manager and a superintendent. Have Blair at twenty hours of his time. Then they have a bunch of time for project manager Jonathan Fisher. Commissioner Young said that Thursday was Jonathan's last day he has started his own company. Chairman Hancock said his question on these is when they see overhead profit

and overhead management profit. Feels they are double dipping the way these are billed. Charging overhead profit and overhead management profit plus their hours. Their time is an overhead cost. Have about forty hours they could take out right here.

[12:20:11 PM](#) Chairman Hancock said the next part is the hard part. Gave some timecards on the labor. Need to discuss these because it is coming to the end. Grinding of the shaft but the shaft is the elevator shaft. Why is this not part of the original contract. On all of the floor pours they have full eight hours each day even though they went down and counted individuals and they were all leaving to go back to the stake center. These are the main issues. No issues with materials did have some question on the miscellaneous. Already argued on the equipment. This bill is \$168,000.

[12:24:11 PM](#) Colleen provides chair bids the one on top is the one she prefers. Chairman Hancock said it is about \$85 a chair. Colleen said some of these have weight limitations. The one she prefers has a lifetime warranty. Can get down to \$30 a chair. Most of these are the Simple Distributors price. Colleen said ones with arms are more money. Rebecca said there are too many chairs in this room for this room could suggest they move these chairs over and get new chairs for this room. Colleen thought they may want to start with fifty. Chairman Hancock said there are quite a few in this room.

[12:28:58 PM](#) Rebecca said a thought if they want to reassign the assembly room as the Emergency Operations Center then tables and chairs become grant eligible. Use the Sheriff's training room right now. Colleen said the one that was on top and is circled is the chair we have in here now without arms. Most of these do not have arms. Chairman Hancock said it is a Hon which is a good name brand. Colleen said they want a higher grade chair because they will be used. Did look at the budget the commissioners have \$10,000 in capital. General there is also an office supply line. Chairman Hancock said the ones we have are Acton Stackers they show a price \$103 each. Colleen said if they did get the same they could interchange chairs with rooms. Chairman Hancock asked if they would offer a discount. Colleen said on most of them they can get them from less if they go through Simple Distributors. Will be looking at fifty chairs. Commissioner Clark thinks if they get similar chairs they can interchange these. Colleen said they will call on this one right now. Chairman Hancock said they will come back to this.

- **CENSUS COMMITTEE**

[12:42:26 PM](#) Rebecca drafted a letter and has not changed anything. Figured could make this a final draft and then if they let her know who to invite can put together a contact list. Did not end up with the data information from the presentation. Chairman Hancock provides his packet of information. Commissioner Clark said on the census the awareness phase is April 2019. Chairman Hancock said they need to have individuals or their designees. May look at one master kick off meeting. His list would be mayors, superintendents of schools there are three in the county, clergy such as pastors and stake presidents. Commissioner Young said larger employers. Chairman Hancock said ones that employee Hispanics because they do not like to report. Cannon Dairy, Larsen Farms which is no longer because Mickelsens has bought this. Fresh Pack (Idahoan), all potato warehouses, Idaho Pacific. Commissioner Clark said they could send this to Klim. Rebecca said EICAP they do a lot of the head start programs. Commissioner Clark asked if this is the migrant council. Rebecca said they are connected. The Giving Cupboard. Colleen said maybe the Chamber of Commerce. Commissioner Clark said the Jefferson Star. Rebecca said they have separate Lions organizations for Hamer and Mud Lake. This is a hefty list. Colleen asked on clergy will they do bishops. Chairman Hancock said just get the information to the stake presidents. Rebecca said it is hard to get information from different stakes. Has an emergency management contact for the region that can get information from the stake president.

[12:50:25 PM](#) Rebecca said on the letter it will have the local data. Commissioner Clark said the outreach person would come to this. Do they want to schedule the kick off meeting? Commissioner Clark said it says April in here. Rebecca would need a week to work on this. Would think the first week of May. Colleen asked if this would be evening. Rebecca said would almost have to. Commissioner Clark said to look at May 15. Chairman Hancock asked if they could do May 1. Colleen said they have meetings in Blackfoot that day. Commissioner Clark said they can still do this decide at 7:00. Rebecca will produce a contact list and finalize the letter.

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

[12:56:55 PM](#) Motion by Commissioner Clark to approve commissioner meeting minutes from March 11, 2019 with noted changes. Second by Commissioner Young. Roll call taken. Commissioner Clark - aye, Commissioner Young - aye, Chairman Hancock – aye. Motion passed.

## HUMAN RESOURCES – REBECCA SQUIRES – MOVED TO NEXT WEEK

- **PERSONNEL POLICY**

## SOCIAL SERVICES – AMY JOHNSON

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

[12:58:36 PM](#) 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 1:07**

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

[1:08:06 PM](#) Motion by Commissioner Young to approve case #2019-02. Second by Commissioner Clark. Roll call taken. Commissioner Clark - aye, Commissioner Young - aye, Chairman Hancock – aye. Motion passed.

[1:08:33 PM](#) Recess to review claims

**Open session 1:30****COMMISSIONERS**

- **APPROVE CLAIMS – (ACTION ITEM)**

[1:30:16 PM](#) Chairman Hancock said they have finished reviewing the claims.

[1:30:34 PM](#) Motion by Commissioner Clark to approve claims from 3/25/2019 to 4/5/2019 for \$350,829.64. Second by Commissioner Young. Roll call taken. Commissioner Clark - aye, Commissioner Young - aye, Chairman Hancock – aye. Motion passed.

[1:32:58 PM](#) Commissioner Clark said at a Feeder meeting they are wanting to put up some type of chain for safety. Then they were discussing turning this over to the county. Chairman Hancock said this was discussed when they put this in. Talked about putting a rail up with some ladders. Commissioner Clark they may still do this.

**PLANNING & ZONING – KEVIN HATHAWAY**

- **UPDATE**

[1:34:39 PM](#) Kevin said they have an increase in building permits. Have fifteen plan reviews right now plus the school and upgrade. Tyson has some compliance cases moving toward legal actions. Mayor of Hamer called and asked for help with issues in town. Not sure if they have any jurisdiction. Paul said they do have jurisdiction. Chairman Hancock said they are not incorporated. Kevin said they need to finalize the map with the area of impact agreement for Rigby. Chairman Hancock said they have had a lot of comments on how large of an area there is. Looking at what they have done in the last thirty-five years why would they want to expand this another two to three miles. Kevin said this is typical of the area of impact maps. There is no doubt they will be revisiting these in a year or so. Chairman Hancock said there are some things they may need to do. Will need to look at the zoning to force this more concentrated. Commissioner Young said going too large will make this worse. Kevin said an issue in the past wherever the city limits are the rules of the county govern the impact areas. These subdivisions are on the edge of the city limits so they get the benefits of being close to town without the higher taxes. The commission has talked about how to minimize this. Wants to update the subdivision ordinance. Thinks this will make a lot of this more manageable. Will look at acreage and community wells. Will do what the comp plan tells it to do. Have a public open house on April 16. Will need to do the public hearing. Will be out of the moratorium on May 1 but the soonest would be May 6. Chairman Hancock said they may not meet this day either they may not have a quorum that day.

[1:45:05 PM](#) Kevin knows that Ririe, Roberts, Menan and Lewisville have had work meetings on their area of impacts. Some have a better understanding on the areas. Getting the right information but will be a process. Lewisville is very involved and proactive. Once they get Rigby done they should be able to move on these faster. Lewisville was going to come in today they thought that the map was impeding their area but they had a discussion last week. Working on getting ready to move. Plan is they will work through Wednesday as usual. Will have lone in the front manning the office. Will do as much as they can Thursday and Friday. Permits will still be done. Do need the computers to use IWorks.

[1:48:19 PM](#) Paul asked on the final inspection. Chairman Hancock said it will be Wednesday afternoon. Paul said then if they pass this it is a go for moving. Commissioner Young said the elevator will be the question. Chairman Hancock said the state elevator inspector will still need to come. Paul just wants to insulate Jefferson from any conflict on issuing the temporary CO themselves.

[1:49:58 PM](#) Chairman Hancock has a couple questions do they have any written decision on the Gilgen case. Kevin said they have a written decision from before. The confusion is when there is a hearing before the commissioners should they do this written decision. Should this be Weston doing those or how should this work. Paul said this should be him or his employees then reviewed by Paul Ziel and then it would be given to his office for review. Kevin said his issue is they are a different deliberating body. Paul said he would write this with Paul Ziel's help and they would take a look at this before the commissioners' sign. Chairman Hancock said the question Weston asked is if the City of Ririe ever issued a final decision. Kevin said they did. The problem as they are aware they can look at Ririe's decision as if it is correct which puts the county in position of a taking. If they let Ririe do what they have proposed then it puts a county in the position where they are not conforming to county rules. Another permit went to Ririe City Council because the Planning & Zoning department is organized to have hearings. Were never organized correctly in the area of impact. Had a house that was wanting to be built which is not a land use decision. This is not in their purview. Land use decisions are plat amendments, zoning or conditional use permits. Permits for a house is something the county does. Needs to be permitted as applied for. Agreement with

Ririe has put them in a position where they are in violation of rules. Will be on solid ground once the impact agreements are in place. Decisions from the past need to support the county ordinances. Chairman Hancock said they need to move forward.

1:54:35 PM Paul asked on timeline for a written decision. Kevin said this should not take much time. Have started on this. Paul said that Robin Dunn was in contact with the interested parties and has been asking. Is just asking how long this would take. Kevin said they can put this together thinks Paul Ziel or Belinda may have this wrapped up will see what they have. Chairman Hancock asked if they could have this next Monday. Kevin thought Weston may have this. Chairman Hancock said he does not. Paul said they have never received a copy. Kevin just had the question if they should issue this or if it should be through the county attorney. Paul said they should do this and send it to his office to review.

1:56:35 PM Kevin said they did not have a written decision on Challenger since there was not a hearing but have a report. Paul said they are still missing a report from last September. Kevin spoke with Weston. The idea was they had an issue with the over height issue with the bins. Paul said he wants the report of what they saw last September. Kevin said Jeff sent this to him so should have this. Chairman Hancock said that Weston did not have this. Paul said this is not really something for Weston this was for the office because some of this was civil and some was criminal. Never got a report from September when Kevin, Jeff, Weston and the Challenger attorney went out and did a walkthrough. When they heard the blowers and trucks. This is what they need to prove they did not just take complaints but they showed what Challenger did on this day and what the meter readings were. Kevin talked with Jeff and he thought this was all sent. Paul said it had not been sent Jeff had asked Weston for his notes. Weston cannot create the report because then he would be a witness not the attorney. Kevin said he will work on both of these. Will be a hectic week or two. Seems like they may get some traction but there is always something to do.

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

1:59:59 PM **Motion by Commissioner Young to adjourn at 2:00. Second by Commissioner Clark. 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*

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

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*County Clerk*

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*Date*