

**JEFFERSON COUNTY COMMISSIONER MEETING MINUTES  
MAY 20, 2019**

Meeting called to order at 9:03. Those present are Commissioner Clark, Commissioner Young, Chairman Hancock, Clerk Colleen Poole; Audrey Moon is clerk of the board. Pledge of Allegiance led by Commissioner Young. Prayer offered by Commissioner Clark.

[9:05:03 AM](#) Chairman Hancock said that Weston is running late and our Social Services does not have any information to present.

**SOCIAL SERVICES – AMY JOHNSON – CANCELLED**

- EXECUTIVE SESSION 31-874 & 74-206(D) – RECORDS EXEMPT FROM DISCLOSURE
- APPROVAL OR DENIAL OF INDIGENCY APPLICATION – (ACTION ITEM)

**COMMISSIONERS**

- RESOLUTION #2019-23 – DESTRUCTION OF RECORDS – (ACTION ITEM)

[9:05:03 AM](#) Audrey said these are for jury records and have been approved by Weston. Chairman Hancock reads resolution “At a meeting of the Board of Jefferson County Commissioners, State of Idaho, on the 20<sup>th</sup> day of May 2019, the following was adopted to wit: Whereas, Idaho Code 31-871 requires the Board of County Commissioners to authorize the destruction of records that are not required to be retained as permanent records and that have met the minimum retention period provided by the County’s record retention schedule and are no longer required by law for County business; and Whereas, the County Clerk has proposed for destruction certain records that have exceeded their minimum retention; and Whereas, approval for the destruction of the below listed records has been obtained from the Idaho Historical Society, when required, and the County Attorney as provided by Idaho Code 31-871. Be it therefore resolved that the Board of Jefferson County Commissioners hereby authorizes the immediate destruction of the original paper records of the following listed documents and that such destruction occur under the supervision of the Board of Jefferson County Commissioner’s Clerk. 2013 Jury Questionnaires and 2014 Jury Questionnaires. Approved and adopted this 20<sup>th</sup> day of May, 2019.”

[9:06:48 AM](#) Motion by Commissioner Clark to approve resolution #2019-23 for destruction of records. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.

- PURCHASE ORDER POLICY – (ACTION ITEM)

[9:09:29 AM](#) Chairman Hancock said that Rebecca had sent some information on purchase orders. Does have some changes. Calls Rebecca to come over.

[9:10:57 AM](#) Rebecca thinks they could incorporate these into the standard operating procedures (SOP). Chairman Hancock read through this. His question is if they have anything from Spencer yet to look at. Rebecca spoke to them and just maintaining the data base would be a full-time job. Chairman Hancock said they just want the templates. Each department will maintain these for themselves. Thinks each would have a block of numbers to use and go from there. Commissioner Young said they could reference the date as well. Rebecca said that would work certain numbers would be commissioners and other numbers would be public works. Have standard terms and conditions and can say not all orders needs all of these. Need a template and a contract agreement for construction services.

[9:14:20 AM](#) Rebecca said they could go through each SOP and go from there. Will go over anything that was added in for purchase orders. Purchases or leases priced at 1,000 must present three bids for approval. That is for department heads. Chairman Hancock asked if they need to change this. Rebecca thinks confusion is what the difference between a lease and a rental. Chairman Hancock would like the departments to have authority on minor rentals so they have the authority to do what they need to do. Minor would need to be defined with a limit. Commissioner Clark thinks this is similar to the postage machine. Rebecca said on that though all contracts have to be signed by the commissioners. That is why copy machines have come before the board in the past. This would be the difference between renting a car for a few days and leasing a car.

[9:17:44 AM](#) Chairman Hancock said typically in his experience is a guaranteed period of time and payment amount. Can rent this for a day or a week and terminate at any time. Leases have an early termination fee. Commissioner Young thinks maybe they do not need lease in there. Rebecca said it is different for elected officials but they have brought in a lot of this stuff. Chairman Hancock said they had a fight on rental equipment for Road & Bridge. On the agreement it said lease agreement. Commissioner Clark said these can be similar things. Commissioner Young said it depends if they want more control over these items. Chairman Hancock said Road & Bridge has always rented equipment. Rebecca said it would depend what the board feels comfortable not seeing. If this is a short-term and within the budget the department head or elected official could have the authority to do this. If this is a renewable item maybe the board would need to see it. Chairman Hancock said that is where it creates legal issues with appropriation of funds.

[9:22:10 AM](#) Colleen would like clarification between department heads and elected officials. Rebecca said bullets are not something that would need to come before them. The difference between them is a department head has to come in. Chairman Hancock said the state code thresholds have changed. By code they are not required so this is for them. Could go to \$2,500 or \$5,000. Wonder if thresholds are so low are they handcuffing them? Rebecca’s thought is anything under \$1,000 would be material things for day to day. Personally on purchases over \$1,000 does not mind bringing this in before the board. On IT purchases has added for Garn because so much of this tips over \$1,000 that his was to not be over \$5,000. Could get approval on purchase orders for vendors. Chairman Hancock thinks they could just approve that during the budget. Rebecca said IT could open a purchase order and purchase items as needed. Chairman Hancock would rather go to at least \$2,500. Chairman Hancock brings up the amount that Mitch spends on materials. Colleen mentions that everything was \$1,000 across the board. Rebecca said this does not apply to material items.

[9:27:00 AM](#) Chairman Hancock would start at \$2,500. Commissioner Young was even thinking \$5,000 but that might be too much. Rebecca has crossed out supplies. What if they took off the leasing and do another paragraph on rentals and leases. What policy would they want for rental and leases? Rentals or leases that go over one budget year. Commissioner Young asked a time limit. Commissioner Clark asked if the only person that rents items is Road & Bridge. Chairman Hancock said sometimes Mitch. Rebecca said possibly the lake and she would in an emergency. Chairman Hancock said they could look at leases over three months for \$10,000. Then they would have some say. Commissioner Clark thinks this is still quite a bit. Chairman Hancock said that is why they wanted them to buy a roller. Commissioner Clark said if they spent \$30,000 and have the maintenance. Would like to see more on their equipment on costs of operations.

[9:31:16 AM](#) Chairman Hancock said a month here or there and is not sitting. Colleen thinks they have a time limit when they could have bought it. Commissioner Clark thinks they could lower this a little bit. Chairman Hancock said a roller for a month was \$7,500. Rebecca asked if they want to pre-approve this or is it okay with them. Commissioner Young is thinking \$5,000. Commissioner Clark agrees. Rebecca asked \$5,000 over how many months. Chairman Hancock said that is a good point if they rent something for \$1,500 a month. Commissioner Clark thinks if the rental period would be over the \$5,000. Chairman Hancock said the amount would be accumulated amount. Rebecca said they will have any rental or lease over \$5,000 during the timeframe it is being rented. Chairman Hancock said they have the limitation of funds clause.

[9:34:04 AM](#) Rebecca said if they have debris on a bridge they do have the emergency purchases clause in case they cannot wait for a board meeting. They still want three bids. Colleen asked on credit applications. Had a credit application for \$20,000 and thinks that the department needed to bring this to the board because she was not comfortable with the high amount.

[9:36:20 AM](#) Rebecca said purchasing equipment that needs titled needs to come before the board. If IT has a purchase over \$2,500 they need to come before the board. All purchases or leases of assets over \$2,500 will be accompanied by a purchase order. All purchase orders would need a signature by approving authority which would be an elected official, purchasing order number and standard terms and conditions. PO number shall accompany all invoicing and claims process with Jefferson County current terms and conditions. Any purchase or lease not budgeted for are not authorized. Chairman Hancock said they could have exceptions. Colleen said they can find lines to use. Rebecca said in the top it says if this is budgeted for. Chairman Hancock said to leave this. Rebecca said the next part has not changed anything else in this SOP. Unless they have any changes. Chairman Hancock said it is more clarifications.

[9:38:28 AM](#) Rebecca said number six is for contracts for services. The other was purchasing assets this is for contracting for services. All contracts for services would be accompanied by a purchase order which shall include signature by approving authority, PO number and standard terms and conditions. In addition contracts for services would have a statement of work. Looked at a bunch of stuff and put some down. Commissioner Clark said that Gary Wilcox should have gotten one of these. Chairman Hancock said that would have been nice. Did not have this ready. Rebecca said they need a policy before they can generate these things. Chairman Hancock said on the last one that all contracts should be sent to the prosecuting attorney. If they are using their terms and conditions and purchase orders they shouldn't have to be sent to the prosecuting attorney. Only if they incorporate theirs. Have the scope of work. Called this the statement of general liability but it just needs to say they need to provide proof of insurance. Rebecca said she had a template that had this information on this. Commissioner Young thinks that is State Code. Chairman Hancock said they need proof of insurance. Rebecca asked it has been the standing policy of the board that any contract needs to go to the attorney. Chairman Hancock said because they were approving their contracts. Now they are changing this to where they are signing our contracts. Could call this a contract for services. Go over some changes. Chairman Hancock said all contracts for services shall have Jefferson County standard terms and conditions and would include the following items. Rebecca goes over the change. Chairman Hancock said services would be contracts. Purchase orders are for purchases and this is services. Will tweak this eventually in the terms and conditions. Would have sections designated for each. Rebecca asked if they want these to contain a purchase order number. Chairman Hancock said they could use either a purchase order number or a contract number. Commissioner Young asked if they have a contract number do they need a purchase order number. Chairman Hancock said no. Rebecca asked if they would use these interchangeably. Chairman Hancock said that is the best way to do this. It will not be that many. Commissioner Clark said all contracts for services would have a number. Commissioner Young said they would use the same number sequences. Chairman Hancock said in addition all contracts shall include the following items. Rebecca said they would need to make sure they all know that the numbers are the same. Chairman Hancock said in addition all contracts for services shall include the following. Period of performance would be a separate item detailing when this starts and ends. Primary contract says who is responsible. Scope of work can be interchangeable. Rebecca asked if they need to delineate between scope of work and deliverables. Knows there is a fine line. Chairman Hancock said for example there for consulting there may not be a deliverable. Would just leave this the way it is.

[9:47:38 AM](#) Rebecca said last request item is does this need to be sent to the attorney still. Chairman Hancock said they need to change this because once the attorney likes what they have done they do not need to be sent out since they are following their procurement requirements. Ones that involve terms from a vendor these do need to. Commissioner Young said they need to define this if they include any of the vendor's terms and conditions it needs to go to the attorney. Chairman Hancock said they can post these on the website and reference these in the contract. Software companies will have to include their terms and conditions.

[9:51:07 AM](#) Rebecca did add some wording about paying claims off the invoice or receipt which should be submitted to the claims. Would be over \$2,500 for purchase order or contract number. Signed by commissioners or elected official. Because of the change in the meeting schedules just changed when bills are due to the Clerk's office. Would they like her to represent these today or put this back on? Chairman Hancock thinks they will be busy might bring it back next week.

[9:53:07 AM](#) **Deputy Prosecutor Weston Davis is in room**

[9:53:26 AM](#) Chairman Hancock brings up the operating procedures for assets. Talking about requirements for contracts to be approved by legal. They are clarifying this. Wants to run this by him since they have always had them review contracts. What they are saying is if they issue their own contracts legal counsel should not have to review these every time. Weston said that makes sense that they have already vetted these. Chairman Hancock said as long as they are okay on their terms and conditions. Colleen asked what happens if they would sign ours if we sign

theirs. Weston said they would have to review. In this case though we would control with our terms. Not sure on any required warranty. Personally thinks if they are going to operate this way may run a few through before they jump into changing the policy. Is worried they could miss something or not see a change that should have been made.

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

[10:00:30 AM](#) Motion by Commissioner Clark to approve commissioner meeting minutes from April 15, 2019 with noted change. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.

#### **PROBATION – TAMMY ADKINS**

- **PUBLIC HEARING – FORMAL & INFORMAL PROBATION FEE INCREASE – RESOLUTION #2019-21 – (ACTION ITEM)**

[10:01:22 AM](#) Chairman Hancock said they have a public hearing for probation fee increases. Chairman Hancock reads resolution. "A resolution of the Board of County Commissioners of Jefferson County, Idaho; to increase the formal probation fees to \$75; to establish a onetime \$75.00 fee for informal probation for cases directed to the Probation Department for oversight on any court ordered tasks; and establishing where such fees shall be directed. At a meeting of the Board of County Commissioners for Jefferson County, Idaho, on the 20<sup>th</sup> day of May, 2019 the following resolutions were unanimously adopted, to wit: Whereas, the Board of County Commissioners for Jefferson County, Idaho, after a public hearing, have deemed it necessary to increase the formal probation fees for juvenile and adult offenders to \$75.00 per month as allowed by Idaho Statute; and to charge a one-time \$75.00 fee for informal probation cases that are directed to the Probation Department for oversight of any court ordered tasks. Now, therefore, be it resolved by the Board of County Commissioners of Jefferson County, Idaho, as follows: 1. The formal probation fees for Jefferson County will increase to \$75.00 per month as allowed by Statute. 2. A one-time informal probation fee is increased to \$75.00 and will be assessed and collected by the Probation Department only for any informal case directed to them for oversight of any court ordered tasks. 3. All monies collected for these fees may be collected by the Probation Department of the Clerk of Court for deposit into the District Court budget for juvenile and misdemeanor probation services. Passed by the Board of County Commissioners this 20<sup>th</sup> day of May, 2019."

[10:04:14 AM](#) Chairman Hancock makes sure that there is no one signed up to speak. Tammy shows that no one is signed up to speak. Colleen said this was published for two weeks. Tammy said it was in the Jefferson Star.

[10:04:36 AM](#) Chairman Hancock closes the public hearing. Asked Tammy to review the information on the change. Tammy said the purpose for the informal change was due to Odyssey. Proposing to change the fee to \$75. Have been charging \$50 and \$40 for drug testing. Requires them to split payment on these fees. The tracking has become a problem. Charging the flat \$75 will hopefully simplify this. The informal was set in 2002 on all informal cases. Payment fee of \$35 to collect for these cases. The only ones that are charged the fee are the ones directed to the probation department. This is one-time \$75 fee. Then the clerks do not have to assess the \$35 fee. Commissioner Young said they discussed this previously. Tammy said they will only charge on those that are coming in. Projections showed the revenues will decrease for a period of time. The Supreme Court is saying there will be a gradual increase of where they are. This is due to priority of payments. Collecting close to \$50,000 a year.

[10:08:24 AM](#) Chairman Hancock appreciates the explanation.

[10:08:33 AM](#) Motion by Commissioner Clark to approve resolution #2019-21. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.

- **QUARTERLY REPORT**

[10:10:17 AM](#) Tammy provides the quarterly report. (Exhibit A) Not a lot of changes to report. This is information that was presented last time. Thought they could take a look when they have the time. Attended a pre-trial conference last week in Boise. State is really pushing the counties to look at pre-trial programs. Are one of the few that have one. Felt good about the fact that they are following the best evidence based strategies brought up in the conferences. Thinks they are really on track. Other counties may be calling. Wanted them to be aware that they highlighted the counties that have the programs. So if this comes up it is because they may want to visit with them. Want to present to the commission the importance and the need. Their contact information has been given. Felt good with the things that were presented and information. Came back with a few things to meet with Prosecutor and Judges and improve upon. Really on task for this program.

[10:11:57 AM](#) Deputy Prosecutor Weston Davis left room

[10:12:01 AM](#) No numbers that jumped out at her. Can review this at their own time. Asked if they have any questions. Commissioner Clark asked between quarters are they about the same. Tammy did not see any significant increase or decrease in any areas. Did not see any changes. Chairman Hancock said they have information on the pre-trial services program in there. Tammy said this in case they got questions or calls. Appreciates their support after going to this conference. Assumed everyone had this kind of support. Realize that is not the case so feels very fortunate.

#### **SHERIFF – STEVE ANDERSON**

- **BOAT/JET SKIS TRADE-IN – PURCHASE JET SKIS – (ACTION ITEM)**

[10:16:00 AM](#) Sheriff Anderson said they spoke with Lieutenant Fullmer and have asked that he come in to explain the information. Requested they look at the totality of the trade in and difference. Action's number is more realistic. It is a twenty-three year old boat. Also some other things they will explain. Lieutenant Fullmer said he obtained these quotes one from Bott and Action. Worked with Bonneville County. They run both of these products. Have Kawasakis that they do not use anymore. They have high maintenance costs. For river searches these are built to go too fast and had problems with the ignitions gumming up. Need to go at slow speeds. These are also less because these are low end model compared to the Sea doo. Sheriff Anderson said to expand he used to operate the jet skis where they are going two to three miles down the river. They are in fast rapids and they have to have something that will hold them there for hours at a time. These other ones gum up because they are not going fast enough.

[10:20:31 AM](#) Lieutenant Fullmer said they put the high altitude props on there. Commissioner Young said they have a lot more for the trade in. Sheriff Anderson said they could put them on the auction but thinks they can trade them in for what they need. Lieutenant Fullmer said it is an aluminum nineteen foot boat. It is a 1990. Sheriff Anderson said they are the talk of the state with their new boat. Lieutenant Fullmer said the new boat will make a good addition. Sheriff Anderson said they have a big boat and small boat. Then always have two people on jet skis where they cannot get the boat into.

[10:23:01 AM](#) **Deputy Prosecutor Weston Davis is in the room**

[10:23:05 AM](#) Chairman Hancock said the summer is just starting. Sheriff Anderson said some do not have the knowledge they should of the water. Sheriff Anderson is asking to move forward with the Bott Yamaha trade in as asked last week. Commissioner Young asked about Rexburg Motorsports. Lieutenant Fullmer said they do not do anything with boats. Commissioner Clark is good with this. Chairman Hancock said they have issues with Kawasakis. Sheriff Anderson said this came from other law enforcement that have used these. Have Bonneville, Bingham and Madison that helps it is amazing the partnership they have. Commissioner Young asked if this was budgeted. Sheriff Anderson said they are. Chairman Hancock asked if they have enough in the budget. Sheriff Anderson said that he had checked on this last week. Chairman Hancock said he can see their point on what they are talking about. No need to buy something they cannot use even if it is less money. Have to look at the ability of performance on the item. This particular watercraft is superior to the other watercraft. Commissioner Clark said the Kawasaki is a low end and Sea doo is higher end.

[10:27:42 AM](#) **Motion by Commissioner Clark to purchase two Sea doos after trade in from Bott Yamaha for \$15,745. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye Chairman Hancock – aye. Motion passed.**

- **TASER AGREEMENT – (ACTION ITEM)**

[10:28:15 AM](#) Sheriff Anderson said they budgeted for the tasers. Not all of the deputies have them. Is the same standard agreement that Bonneville County and Idaho State Police use. Weston has some concerns with this. Company will not change this contract. They already carry this product this is who provides their tasers. Bottom line is they will only cover up to what they have paid for the product and will not change this language. Asking to move forward so they can outfit all of their deputies with a taser. Chairman Hancock said this is a lease to own. Is there a limitation of funding clause? Did not see that in there. Sheriff Anderson asked if they can no longer fund this if this would be taken back

[10:31:23 AM](#) **Prosecutor Paul Butikofer is in room**

[10:31:25 AM](#) Weston thinks there was a termination provision in there. This is subject to appropriated funds. Have a termination clause in here. Reviewed the same contract for Bonneville County as well. There is a thirty day provision. Have dealt with this issue and they have taken this and are not going to change the way they do business. The termination provisions are not that big of a deal. Chairman Hancock said they currently own the tasers they have. Sheriff Anderson said they have four tasers. On a side note responded to an incident where they were suicidal and they tased the individual before they could seriously injure themselves. Chairman Hancock said they are looking at fourteen tasers. Paul adds they have a case pending where the suspect was suicidal. ISP and maybe some county deputies responded on the Ririe Highway. Individual had a 22 Rifle to his head and ultimately they talked him into setting this down. Once he went to pick this back up they tased him and saved his life. Trying to get him some help.

[10:36:35 AM](#) Weston found the provision that deals with this. If an invoice is more than thirty days past due Axon would terminate taser sixty. If this is terminated for any reason then this terminates with no refund. Will be invoiced for the remanding product. In case of termination for no appropriations will not charge them if they return their holsters and equipment within thirty days. Chairman Hancock said they have one payment of \$4,274 and a total over five years of \$20,570.

[10:37:49 AM](#) **Motion by Commissioner to Clark to approve lease purchase with Axon Enterprise for \$4,274. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

[10:39:08 AM](#) Recess

**Open session 10:43**

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

- **MUD LAKE FAIR CHAIRMAN – (ACTION ITEM)**

[10:43:00 AM](#) Carl Anderson is representing the Fair Board. Is here to make some changes to the fair board and their chairman.

[10:43:50 AM](#) **Motion by Commissioner Young to release Matt Mecham from the Mud Lake Fair board. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

[10:44:01 AM](#) **Motion by Commissioner Young to sustain Barney Carpenter for the general fair for Mud Lake as chairman. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

- **MAINTENANCE/RE-ROOF – MUD LAKE FAIR BUILDING – (ACTION ITEM)**

[10:44:40 AM](#) Carl said they would like to refinish the interior of their fair building in Mud Lake. All they can see is insulation. Want steel on the walls and ceiling. Chairman Hancock said he went through Briggs and picked his up and got a better price. Carl asked if they could get three bids and proceed with the low bid. Chairman Hancock said they require three bids. Thinks he would have Briggs give them a price. Carl asked if they can purchase on low bid. Chairman Hancock said they could do a ceiling amount. Could not exceed \$7,100 which is the bid he currently has. Carl said they will go out and get those other two bids.

[10:49:28 AM](#) **Motion by Commissioner Clark to approve the Mud Lake Fair building to tin the inside and ceiling. Will not exceed \$7,100 upon receiving three bids. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

[10:50:36 AM](#) Carl said they had talked about using purchase order number and if this would affect the fair. Chairman Hancock would want them to since it protects the county. Carl asked where they would get PO numbers. Chairman Hancock said they would have the set of numbers and

reference the terms and conditions. They are still working on this. Asked if they used purchase orders at Central Fire. Carl said they do not use purchase orders currently.

#### **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)**

[10:54:12 AM](#) Motion by Commissioner Young to go into executive session 74-206 (F) - Legal. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.

Open session 11:13

[11:13:15 AM](#) Motion by Commissioner Clark to go into executive session 74-206 (B) - Personnel. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.

Open session 11:39

[11:41:25 AM](#) Prosecutor Paul Butikofer and Deputy Prosecutor Weston Davis left room

#### **NOXIOUS WEEDS & INVASIVE SPECIES – MITCH WHITMILL**

- **TRUCK BED PURCHASE – (ACTION ITEM)**

[11:41:36 AM](#) Mitch said they have the new truck on order. Need to get a bed for that truck. Are only a couple of dealers around. Got quotes from the two that are in the area. Oregon would be the next option. Bradford bed has the tow capacity and is powder coated and has all the LED lights. Spray arms are fabricated to bolt between their trucks. Would have to modify the spray heads. Riverside is the dealer for the Bradford bed. Chairman Hancock said that is the least amount of money. Mitch would prefer to stay with this bed since it is the same one on the other truck. In the auction sold one of their trucks and that revenue was to go toward the components of the new truck. Chairman Hancock asked if they sold the old bed. Mitch said they sold this it had an older bed on it and was a different style. Put the revenue into the revolving account. They still have money in the capital line as well but the money from the other truck was intended for this. Will put the tanks and valves on this. They are way behind so would be in July. Will put the other truck on the road.

[11:46:43 AM](#) Motion by Commissioner Young to approve the purchase of a flatbed from Riverside Boot & Saddle for \$3,999.00. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.

- **UPDATE**

[11:47:27 AM](#) Mitch said this time of year before spring they have their trainings. Did a training with reps from the chemical companies for Idaho Fish and Game. There was about forty-five new recruits and did their training. Weed Warrior workshop is training for all the seasonal employees on June 10 through June 13. Does the ATV certification training during these. Bonneville sponsors this workshop and they do the training. Usually all of their staff is there unless they can spray then they rotate. Auction just closed last week. Thinks this was fairly successful. Probably depending on the amount of requests may wait until October in the fall. Backpack station is in full swing where they pay a maintenance fee and provide chemical to spray around their properties. This way they can educate them and have them do the best job they can do. Turned out 254 backpacks this month. It's been a real benefit. Still working on their fencing. Have completed areas around their compound. Just installed a new loading induction system. Have an induction tank to get a better blend. Discuss areas to get water. Mitch goes over the chemicals they use. Can load four loads on these trucks. Unless there are other circumstances. Dave mentions they are putting a hydrant in at Road & Bridge. Mitch said one of the issues is where they have the chemicals on their trucks. Dave said they want this available so they can load right there. Chairman Hancock does not see any problems. Mitch said they did not want them pulling out of their hydrants in the past. Goes over the areas that they have sprayed. Completed and seeded down Highway 48. Usually do this in the fall but was hoping with enough moisture would see if it will pop up.

#### **INSURANCE – CARLOS APONTE**

- **INSURANCE REPORTS**

[12:03:09 PM](#) Carlos is here to go over reports today. Update on how things are going. On the first page is the aggregate report. This is January until April. To review for them the aggregate is all the claims combined within the county. These are medical from employees getting care that go toward the specific stop loss policy but fall below the specific. Combine these and report and show how they are running within the loss ratio. Last year around this time were at 92 percent loss ratio. Now are sitting at 67 percent. Next are the graphs they just update these to show the trend lines and how they look. Used to have numbers but the graph got too big. Next one is prescriptions have had a steady increase in claims. Chairman Hancock said they did have a big jump in March. Carlos will go over the large claim report in a minute. Have the claims that exceed \$10,000. Left column shows the relationship to the county. Have one active and one on cobra.

[12:07:19 PM](#) Carlos said two of the top claims are prescription drugs. These are specialty drugs that are extremely expensive. Have some ways to get discounts but Blue Cross does not get involved with them. Basically could access drugs from a third party international party that mails these. Medical summary highlighted some areas that talk about the differences between years. Had a decrease in health care costs. The benefits paid have decreased. Dropped by employees sixty percent from \$526 average per employee to \$209. Will bring this in every quarter. Inpatient declined thirty percent and outpatient decreased eighty-one percent. Having less utilization on both. Outpatient surgical procedures area thirty-seven percent. Chairman Hancock said they may be healthier. Carlos said they had \$202,000 paid claims this time last year and are at \$89,000 this year. Prescriptions tend to go up each year. Next pages breaks down inpatient and outpatient. The largest facility is EIRMC for inpatient. At the bottom have six of twenty-five. Have a benchmark on per member per month. This is Blue Cross book of business this shows how much better they are

doing. This is book of business and similar demographics of female and male populations and ages. Is a good indicator on how well they are doing. Outpatient they are lower now but were higher last year. Professional services has a decrease on office visits. This includes specialists and primary care. This is a lot lower than the book of business from Blue Cross.

[12:12:44 PM](#) Colleen asked if one person could make that much difference. Carlos said they could have one large claim. It adds all members including dependents.

[12:14:03 PM](#) Carlos said on page nineteen can see the brand versus generics paid. The brand names are obviously more. More people are filling the generics than brand names. Have the difference between mail order and retail. Do have one mail order now. Shows the top twenty drugs. Is getting another report on the prescriptions from Blue Cross. Last page is the Teladoc from April. Chairman Hancock said they are having horrible times on call backs. Did not call back for two hours. Carlos said they give you an option of a call back or a scheduled consult. Kristine Lund said she waited four hours. Carlos asked if she scheduled a timeframe. Kristine said it was before 4:00 to 5:00. Kept saying hang in with them. It was 9:45 before they finally called through. Chairman Hancock said he had used this before but the last time was horrible. If they have this type of experience people will not use this. Kristine said this was the third time she had used this. The other time she did not have any problem. Still thinks it is a good service. Carlos said its comforting this was the only bad experience. Carlos said he had previously had a consult and they asked the symptoms and received a prescription without the video. But Idaho is one of the state that actually requires that they be able to see them through a video.

[12:23:14 PM](#) Have Kent Cannon who is an actuary. Idaho Legislation did not include counties to register with the state of Idaho on self-funded plans. Do not have to have one done every year. Kent is reviewing a lot of stuff without giving them a bid. Been getting information from Kristine, Marilyn and Colleen. Should have a proposal from him soon. Everything has been very helpful getting them information. Renewal is starting right now. Has reached out for preliminary numbers. Just got another group that was running well and they did a two year rate lock. They locked them in for two years. Threw this out to consider. Mitch asked prescription drugs and mail order. Has tried to do that before and it's for a three month prescription and the insurance would only cover a month at a time. Carlos said not all prescriptions are available. Could get the medication and follow up with Blue Cross. Not all prescriptions qualify for mail order.

### **EMERGENCY MANAGEMENT – REBECCA SQUIRES**

- **RESOLUTION #2019-25 – SURPLUS PROPERTY – (ACTION ITEM)**

[12:30:23 PM](#) Rebecca said this is resolution for surplus equipment. Rules are different if she can sign these over to another department that is how she needs to proceed. Have the old projector from this room and have a Juniper Mesa which is like an older tablet. These are cool but can do more on our phones now. Chairman Hancock read resolution #2019-25. "Be it ordained by the Commissioners of Jefferson County, Idaho, that the following equipment owned by Jefferson County Emergency Management is obsolete, and has been replaced. The equipment is in working condition, and shall be provided at no cost to a cooperating agency. A record of the transfer of ownership shall be kept. 1. Toshiba TDP-T45 Projector, Jefferson ID#03372, SHSP Tag 1J-147. 2. Juniper Mesa MSA-GC, Idaho Military Division 264979. Done and dated this 20 day of May 2019."

[12:32:39 PM](#) **Motion by Commissioner Young to approve resolution #2019-25 for surplus of property. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

**Open session 12:37**

### **PUBLIC WORKS – DAVE WALRATH**

- **UPDATE**

[12:38:40 PM](#) Dave said they are hauling gravel today. Did quite a bit of work last week resurfacing roads last week. Have an award the county was presented by Asphalt Inc. Is a sustainability award for the county for subdivision fog sealing. Did get back to BLM on the pickup these are fixed price deals. Did get a verbal offer on their durapatcher truck. Another highway district is looking for one. May be a good time to look at getting another one. It is twice as much as what they are offering for trade. Hard to get parts for the Nissan. Have replaced some items on the arm. Someone is interested in that machine might be time to upgrade.

[12:42:15 PM](#) As far as the auction did have the person come get the Ford F800 and the dozer tracks are also gone. Only have the tanker trailer left. Chairman Hancock said Kerry came in last week on the compactor. Dave said it is getting a new motor right now. Chairman Hancock said they went online for used ones and they just had too many hours. Dave said they moved the compactor from Countyline back out. Commissioner Clark thanks Dave for the addresses. Might need to get a map does not know some of the areas as well. Dave said whoever did the addressing did a good job because it starts at the southwest corner.

### **PARKS & RECREATION – MICKEY EAMES**

- **CREDIT CARD LIMIT INCREASE – (ACTION ITEM)**

[12:44:06 PM](#) Mickey Eames with Jefferson County Parks & Recreation. Limit on the credit card is \$1,000 but by the time the month is up and these are paid on the 15<sup>th</sup> she can no longer use it. Is looking to get the card raised to \$1,500 for the summer months. By the time the months half way over cannot use the card. Chairman Hancock asked if \$1,500 would be enough. Mickey wants to be fairly conservative but \$2,000 would be better.

[12:45:54 PM](#) Kristine Lund, Treasurer recommended that Mickey come before the board. Does do temporary increases off and on. The summer months are busy and she and is utilizing the card more and more. Feels that it is not sufficient for the \$1,000 limit. If the board chooses would also support an increase. Do not want to inhibit what departments are doing. Does not think there will be anything over \$1,000 purchased without approval. This is good for record keeping. Chairman Hancock does not see any issue going to \$2,000.

[12:47:32 PM](#) **Motion by Commissioner Young to raise Park & Receptions credit card for summer months of April through August to \$2,000. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

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

### **• UPDATE**

[12:48:38 PM](#) Kevin said they have made the updates for the area of impact agreement. Chairman Hancock said he has thought on this a lot. Knows they had some minor changes. Wonder if in the city portion if they could put something as far as requirements for the water line and sewer. Did not see this does not know if it needs to be. Could say they need a minimum of eight inch water line. Kevin said the specs are listed in the spec book. Was really specific stuff to start off with. Pulled this back to general and included the whole ordinance as they adopted to include their specs. The fourteen points are now more general say curb and gutter. In case they change their specs it will automatically adjust ours. Kevin said this is to legal getting reviewed. Chairman Hancock said they will reopen the public hearing. Kevin said the density was in there. Chairman Hancock said they need to know what is available if it is three miles away. Kevin said they are more positive in this. Sure will have developers that will come in with issues. Are going to adjust the fringe areas with the subdivision ordinance. Chairman Hancock asked how that is going. Kevin said as soon as this is done will meet with other cities to go over it. Will have to go over the specifics per city. Will make everything more compliant. The county Planning & Zoning will constitute the area of impact Planning & Zoning with appointed members within the area of impact.

[12:53:42 PM](#) Still working on the comprehensive plan. Tentatively have talked on the capital improvement ordinance. Working on the calves trying to get this together. Chairman Hancock said that they can help him on this. Kevin said they got some information from the state he is going through for the USDA and the state both. Still have a bunch of compliance issues going on. Have turned two over to the Prosecutor. Staying at about thirty-five to forty cases. Looking at the performance agreement.

[12:54:59 PM](#) Completed their evaluations these all went well. Attitudes are good and they are all working well. Thinks they will be busy. Have replaced and hired a new administrative assistant to start on May 31 that is Erik Stout. Has environmental science and a minor in planning. Thinks can really help within the subdivision. Had some really good candidates. Kevin hoped they have the room upstairs ready have FEMA training on June 3. Chairman Hancock said the room is available they just do not have the recording set up yet.

[12:58:37 PM](#) Commissioner Clark is still getting some phone calls on the Darin Taylor deal. Kevin said this is scheduled. Audrey said it is scheduled on June 3, 2019 at 11:30.

## **TREASURER – KRISTINE LUND**

### **• TAX DEED HEARING – (ACTION ITEM)**

[1:01:40 PM](#) Kristine Lund Treasurer has provided information on this. **(Exhibit B)** Asked if they have any questions before they start. Commissioner Clark asked the process. Kristine will go over the summary with the owners and parcel numbers. Will go over anything that has brought them to this point. They then need to decide if they are going to put a tax deed on the property. They do a lengthy process starting in August to search for lienholders. Have several mailings that go out to property owners. They are three years of taxes delinquent. Try to bring as few properties to them as possible. Had 380 properties that owed 2015 taxes so they can see the hard work the office does getting these paid. The fewer they bring in the better. If a tax deed is issued she will prepare the form and have it recorded in the Clerk's office. This gives them the ability to sell the property. They have fourteen months to claim this. The redemption period is up to fourteen months or at the time of sale. Could set these for sixty to ninety days. As long as she has been in office they have tried to give them every day possible to not take away a home that is a residence.

### **• VERSAGE, VICKI & SILAS – RP002860020010**

[1:07:13 PM](#) Kristine said the first property is Versages, Vicki and Silas. Parcel #RP00286002001010 at 94 N 4335 E in Rigby. No communication with the Versages and the address they have is in Utah. There is a lienholder which has a Sheriff sale scheduled in June. We have asked for the 2015 taxes be made current which has not been done yet. Let them know they are doing a tax deed hearing today. If they put a tax deed on this property the Sheriff's Office cannot do a sale. After a tax deed is in place only the property owner or a person of interest can claim this if they pay all taxes current. In a Sheriff's sale this does not have anything to do with taxes. Chairman Hancock said the taxes follow the property if the Sheriff sells the land. Bank would have a real vested interest or this could be resold. Kristine has conflict if the Sheriff can sale this if a tax deed is in place. Chairman Hancock asked if they could wait until after the Sheriff's sale. Kristine said this is a long drawn out process with many requirements per statute. If they do not take a tax deed today they will have to wait until next year. Have to send out certified mail and are required to do publications. Commissioner Young asked if they tried to get 2015 taxes only. Kristine said this is a bank. They have tried. Spoke with legal counsel and those handling the case for the lienholder. Cannot make them pay. Does not think they will have a successful Sherriff's sale. This is a house and believes that it is vacant. The owners live in Utah. Chairman Hancock asked amount owed. Kristine said prior to bringing a property in they have to do an affidavit of compliance saying they sent certified mailings and publication. On this the 2015 amount is \$1,038. Still owe 2016, 2017 and 2018. Chairman Hancock is shocked the bank does not do something with this.

[1:13:58 PM](#) Kristine said with a Sheriff's sale the redemption certificate is after so they cannot do anything with the property for six months. Chairman Hancock said they need to make a motion if they want to impose a tax deed on this property. Kristine said in the past they have worked with the title companies. Right now they can take a tax deed. Do not want to delay this a year. Chairman Hancock asked on a delayed recording. Kristine spoke with Weston was not quite sure because statute does not always define everything. Can be depending how legal counsel reads it. Believes that he said that the Sheriff's sale would be the middle of June. Commissioner Clark asked if they can remove this if they pay the taxes. Chairman Hancock said they would have a redemption deed. Kristine said this is a legal document that the Clerk's office records onto the property. This is serious and they need to hold these in highest regard and according to Idaho statute. Chairman Hancock thinks someone should be responding. The bank is the lienholder and the interested party.

[1:18:54 PM](#) **Motion by Commissioner Clark to approve a tax deed be placed on parcel #RP002860020010. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

- **QUINTON, DANNA – RP04N38E237347**

[1:19:27 PM](#) Kristine said the next property. Danna Quinton parcel #RP04N38E237347 at 241 N 3800 E in Rigby. Ms. Quinton has not made any arrangements for paying taxes. The property is where a mobile home sets as the Quinton residence. The mobile home taxes are current. This has been on the list before but usually taken care of prior to this point. Chairman Hancock asked what is owed. Kristine said just under \$700 for 2015. If they have a parcel that is continuously at this point issuing a tax deed does put their feet to the fire to get current. Chairman Hancock said they have to bring it all current once a tax deed is issued. Kristine said they do but they are not selling this property they are just putting a tax deed on it. Would have up to fourteen months to redeem this. Commissioner Young asked if they can work out a payment plan at this point. Kristine said no they have to bring all taxes current including 2019. Have had no communications. Try to work with individuals before this point for payment arrangements. Talk with them about what they need to pay to get out of their situation. Cannot make them make payments or talk to them about this. Commissioner Clark thinks it's unusual that the mobile home taxes are paid. Kristine said that the reason on that is mobile home taxes are not to be delinquent they are considered to be personal property. Can be removed from the property easily. Do warrants of distraints two times a year after collection. Work with the Sheriff's office and issue warrants on these properties. That way they do not lose property. Chairman Hancock does know them. Kristine just asks the board to make a fair decision. If a tax deed was not ruled upon would need a legitimate reason why. Commissioner Clark does not think they have a choice. Commissioner Young said they will just continue.

[1:25:26 PM](#) **Motion by Commissioner Clark to approve a tax deed be placed on parcel #RP04N38E237347. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

- **PERKINS, KARLA – RP04N39E200060**

[1:25:50 PM](#) Kristine said next is Karla Perkins. Parcel #RP04N39E200060 at 4092 E 300 N in Rigby. Karla is in the process of refinancing her mortgage for her personal residence at this parcel. Closed on her loan on Friday, May 17, 2019 and the funds will be available by Friday, May 24, 2019. When she receives these funds said that she will be paying all taxes including 2015, 2016, 2017 & 2018 with the proceeds. Chairman Hancock said this is when they want to delay this ten days to try and get this paid. Kristine said that is her request with the communications over the last few weeks.

[1:27:39 PM](#) **Motion by Commissioner Young to approve a tax deed be placed on parcel #RP04N39E200060 with a ten day delay on recording. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

- **ANDERSEN, TRACY – RP04N39E219501**

[1:28:13 PM](#) Kristine goes over the next is Tracy Anderson. Parcel #RP04N39E219501 at 211 N 4200 E in Rigby. This is .93 where a mobile home sits and is her personal residence. Has been part of the tax deed hearing for multiple years. Is also delinquent on mobile home for 2018. Any payment arrangements they have made have not been kept. Chairman Hancock said this has been very frequent. Commissioner Clark asked if there was a reason. Kristine said previously has had issues with employment and various other issues. Given promises of payments. Do have many properties they have seen in the worst shape possible financially and had brought them current doing \$40 a month. Forego the pending issue if they see continuous payments. Will work with them and hold their hands along the way as much as they can.

[1:30:30 PM](#) **Motion by Commissioner Young to approve a tax deed be placed on parcel #RP04N39E219501. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

- **BROWN, NEIL – RP04N40E207370**

[1:30:55 PM](#) Kristine said they required certified funds and this one has been paid.

- **ROSELLA MARTIN ESTATE – RP05N37E366542**

[1:31:18 PM](#) Kristine said this is Rosella Martin Estate. Parcel #RP05N37E366542. Is 1.25 acres that is a landlocked piece of ground. The Boyce family has been making the payments on this property since prior to 2004. Ms. Martin is deceased and have not found any living heirs. In talking with the Boyce family whom thought paying taxes for so long would transfer ownership which is not true. Have to purchase this or go through a quiet title. It is landlocked. Not sure it would be a buildable lot. Would look at issuing a tax deed and a sale within ninety days. Recommends this due to the property and the history. Looked back further and found obituary notices of Ms. Martin and some of her children.

[1:33:57 PM](#) **Motion by Commissioner Clark to approve a tax deed on parcel #RP05N37E66542 with a ninety day set to sale. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

- **STOSICH, THOMAS – RP07N36E312571**

[1:34:26 PM](#) Kristine said next is Thomas Stosich. Parcel #RP07N36E312571 at 2122 E 1900 N in Hamer. This property was Mr. Stosich's personal residence but had a fire that almost demolished the homes. Tried to contact him and believe he is in an assisted living center. Have a property with remnants of a home out in Hamer. If this is of their will would also ask for a ninety day sale.

[1:35:47 PM](#) **Motion by Commissioner Clark to take tax deed on parcel #RP07N36E312571 with a ninety day set to sale. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

- **ANTON, EDMUND & DARLA – RP08N33E359595.**

[1:36:12 PM](#) Kristine said this property has been paid.

- **HOLLOWAY, RICHARD – RPA0150003005A**

[1:36:16 PM](#) Kristine said next is Richard Holloway. Parcel #RPA0150003005A at 210 E 2<sup>nd</sup> N in Rigby. Mobile home on the property which is his personal residence. The Treasurer's office has attempted to work with Mr. Holloway with monthly payments. Has not had consistent employment.

Has not spoken to him within sixty days. Chairman Hancock asked if they want the ninety day sale. Kristine would rather wait where this is his residence.

[1:37:31 PM](#) **Motion by Commissioner Young to take a tax deed on parcel #RPA0150003005A. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

- **ROJAS, DANIEL & IRMA – RPD0221014024B**

[1:38:13 PM](#) Kristine said this property has been paid.

- **RYAN, AARON – RPE0222007003E**

[1:38:18 PM](#) Kristine said next they have Aaron Ryan. Parcel #RPE0222007003E at 3507 E Menan Lorenzo Highway. This is out in Menan and contains a shop. Mr. Ryan frequently makes small payments as he can. This is a financial burden on him. Does what he can when he can. As of yet have not seen him. Chairman Hancock asked how much needs paid. Kristine said \$260 for 2015. Chairman Hancock asked if he has made payments. Sherri said he made a \$20 payment last week. Kristine said payments are between \$20 to \$50. Chairman Hancock wonders if they should do a delayed filing. Kristine would not go over thirty days. Knows that Mr. Ryan does all that he can. Chairman Hancock he does show some responsibility but they have to do something.

[1:41:03 PM](#) **Motion by Commissioner Young to take a tax deed on parcel #RPE0222007003E with a thirty day delayed recording. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

[1:41:46 PM](#) Kristine said those that are not delayed will be recorded today or tomorrow. Will get with Colleen on last years they may need to do an auction on one from last year soon. This concludes their tax deed hearing.

- **CREDIT CARD REBATE – (ACTION ITEM)**

[1:42:32 PM](#) Kristine said this is the first year on a new program with the credit cards. Does take more work keeping everything inline. It is in the counties best interest. Can increase and decrease limits as needed. Are careful doing this unless they have a handle of what is going on. If this is a permanent request as they saw earlier she has them come before the board. Getting used to using this more. Received a check for \$1,230 which is money that comes as a rebate for using the cards. Thinks this will go up. Will receive the money on an annual basis. Have this money and is unspecified where this goes. Not earmarked or used for a certain thing. Looked at doing percentage per department. The Sherriff's office is the majority of this since they have seven cards. Visited with the Sheriff where he was the highest user who wanted her to bring this to them. Would like to see this be used for county employees. Chairman Hancock thinks that is a good idea. Could do performance incentives. Kristine thinks there are a lot of different options. This could be a future discussion. When money comes in they turn it over to the Clerk. Wanted them to know this came in and instruction on where to put this. Colleen thinks in the general which is where employee recognition comes out of. Chairman Hancock thinks they could do this as a countywide basis. Would have to determine later on what would be given and the amounts. Would rather they put this into the general and not distribute this back out to the departments. Kristine thinks this should benefit all county employees. Sheriff agrees he knows his department spends a lot on their credit cards. Chairman Hancock said they could even look at have an evening BBQ out at the lake for employees and their families. Commissioner Young said they could do recognition plaques. Kristine said they usually do these in December. Colleen said they cannot specifically go into that line but would be into the general. Kristine said they switched gears on spending on the cards. Want to keep the \$1,000 to still maintain control. When they can see this is way to bring back non-tax dollars they want to enhance that.

[1:49:34 PM](#) Rebecca said they spoke on increasing department head approval. Would they consider increasing the credit card amount? Kristine thinks they could discuss this at a later meeting. Sherri Beck handles this information. Chairman Hancock said they are increasing purchases in the SOP from \$1,000 to \$2,500. Commissioner Clark asked on the Sheriff's Office what they use the cards for. Kristine said all jail food, transportations all of those things they use the credit cards for. They have three with higher limits depending what they are used for. Colleen asked if they could use this as revenue. Kristine said there are few things that are not restricted.

[1:52:16 PM](#) **Motion by Commissioner Young to put credit card refund money back into the general fund. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

[1:53:20 PM](#) **Motion by Commissioner Clark to adjourn at 1:55. Second by Commissioner Young. 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*