

**JEFFERSON COUNTY COMMISSIONER MEETING MINUTES
JUNE 10, 2019**

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

SOCIAL SERVICES – AMY JOHNSON

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

[9:03:06 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.

[9:04:42 AM](#) Deputy Prosecutor Weston Davis is in room

Open session 9:13

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

[9:12:45 AM](#) Motion by Commissioner Young to deny case #2019-14 due to lack of cooperation. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.

DEPUTY PROSECUTOR – WESTON DAVIS

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

[9:14:27 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.

[9:34:47 AM](#) Prosecutor Paul Butikofer is in room

Open session 9:52

COMMISSIONERS

- **JEFFERSON SOIL & WATER CONSERVATION BUDGET REQUEST – (ACTION ITEM)**

[9:53:31 AM](#) Colleen said this is a budget request of \$9,500. Chairman Hancock said this letter is for the intent to budget funds. Use this to also receive state matching funds. Need to approve the letter of intent for 2020.

[9:54:10 AM](#) Motion by Commissioner Clark to approve the letter of intent request from Jefferson Soil & Water Conservation for \$9,500 for 2020. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.

[9:54:53 AM](#) Deputy Prosecutor Weston Davis left room

- **SEVENTH JUDICIAL SHARED COURT EXPENSES AGREEMENT – (ACTION ITEM)**

[9:55:01 AM](#) Colleen said in the budgets they have shared expenses for law clerks. Never had an agreement in place. Used to budget these without an agreement. Legal has reviewed this and did not have any issues. Chairman Hancock asked for an amount. Colleen said they do not have an amount since this changes every year. Chairman Young asked who wrote this. Colleen said it is from the trial court administrator.

[9:56:16 AM](#) Motion by Commissioner Young to approve the memorandum of agreement Seventh Judicial shared court expenses. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.

- **TAX DEED SALE(S) DATE(S) – (ACTION ITEM)**

[9:57:10 AM](#) Colleen said they have a couple of tax deed sales that need scheduled by July 20. Need to be able to publish in the Jefferson Star. Treasurer Kristine Lund comes up and goes over dates. Looking at either July 1, July 8 but she would be gone or July 15 would be the last day. Chairman Hancock asked a preference. Kristine asked Colleen. Colleen is gone this week would have to be in the paper by Friday. Kristine thinks if they go on July 15 it would give more time. Did have eight think two will be taken care of so are looking at six. These are pieces of property from a subdivision. Did meet with the owners of the subdivision to redeem this. Part of Clearwater Estates and Mountain Valley Subdivision. It would give her time to send letter to those with touching property the opportunity to purchase.

[10:00:25 AM](#) Deputy Prosecutor Weston Davis is in room

[10:00:52 AM](#) Motion by Commissioner Young to have July 15, 2019 set for a tax deed sale for parcels #RP002840010130, #RP005550010010, #RP005550010080, #RP005550020010, #RP005550020070 and #RP005550030100. Second by

Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye.

Motion passed.

[10:02:55 AM](#) Kristine will get all of the information to the Clerk to do the publication.

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

[10:04:56 AM](#) Motion by Commissioner Clark to approve commissioner meeting minutes from May 13, 2019 with noted changes. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.

JEFF ROWE

- **COUNTY SURVEYOR REPLACEMENT – (ACTION ITEM)**

[10:05:38 AM](#) Commissioner Hancock said they received a letter of resignation from Denny Jones who is their current county surveyor. Recommendation to appoint Jeff Rowe asked that Jeff come up and introduce himself. Jeff has surveyed since 1983. Moved out in 2009. Worked for Forsgren and Associates until 2017. Started his own company Teton View Land Surveying. Most of his work is in Fremont County.

[10:07:17 AM](#) **Prosecutor Paul Butikofer left room**

[10:07:22 AM](#) Jeff said he has done a lot of surveys. Subdivisions are a big part of his work. Will be the county surveyor for Fremont County. Reviews Madison County surveys. Will have an alternate at Forsgren if needed. Worked a lot with Denny. Excited that he recommended him. Also knows Kevin Hathaway served on Planning & Zoning together in Fremont County. Chairman Hancock asked on the rates. Jeff said he is using the same prices he had in Fremont County. Did not say really what he charges here in Jefferson. They do it by hour in Madison. Fremont has a flat fee. Can do whichever the commissioners feel will work better. Chairman Hancock asked if he has a proposal on rates. Jeff does not but can get these. Asked how they would like to have this broke out. Chairman Hancock thinks both then they can look at their options. Is not sure on how it has been done. Asked how they would pick up plans. Jeff said they could have this work out the same. Have someone that works with him that lives here and would be able to pick them up or he could come in and sign. In Madison usually leave this with Planning & Zoning for him to go in and sign.

[10:11:22 AM](#) Commissioner Young asked if there are just the two of them. Jeff said there are two of them. Chairman Hancock asked him to provide this information. Jeff will provide this to the Clerk's Office.

CITY OF RIGBY – MITCH BRADLEY

- **AREA OF IMPACT AGREEMENT – CITY OF RIGBY – (ACTION ITEM)**

[10:12:27 AM](#) Mitch appreciates all of their help and working with them on this. It has been since 1994 since they had worked on this map. Chairman Hancock is not opposed to increasing this in the future. Mitch said that everyone was on board. Wants to thank them it has been good working with them.

[10:14:23 AM](#) **Deputy Prosecutor Weston Davis left room**

PUBLIC DEFENDER – JOHN STOSICH – CLERK – COLLEEN POOLE

- **PUBLIC DEFENSE COMMISSION GRANT – (ACTION ITEM)**

[10:14:40 AM](#) Colleen said they had gotten a letter on the public defense grant. Need to get these questions answered. John said they need to be more proactive to use the grant money. Wondered if they could submit conflict invoices as grant money. Colleen had seen some are using this for wages. When she checked was told they could not use this for wages. John thinks they could look at conflict submissions and will check on salaries. The set up for the jail will be less than they thought. Colleen had spelled out on the grant application what they will use this for so they think this has been answered. May need to fill this in though if it is not going to cost as much as they thought. Will continue to work on this. Getting conflicting responses on what this can be spent on. John said that Steve Anderson has approved putting in a link to meet with the prisoners. Will only be around \$20,000. Will have a camera interface so this does not take so much staff to bring them down to visiting. Will allow them to watch discovery this will be in the library. Right now they have to show videos through the video glass.

EMERGENCY MANAGEMENT – REBECCA SQUIRES

- **DRAFT ORDINANCE SUMMARY – (ACTION ITEM)**

[10:20:53 AM](#) Rebecca said for the emergency management ordinance wanted to make sure they did this right. Weston and her did a review of the statutes. Instead of publishing the entire ordinance in the paper they are allowed to do a summary. Before submission of a summary the county clerk under seal of the Board of County Commissioners will sign a statement that this is true and is adequate for the public. Here to provide a summary. Need to get a new time on July 1 for a public hearing. Chairman Hancock said they need to publish two weeks.

[10:24:44 AM](#) Recess to review summary

Open session at 10:28

[10:29:00 AM](#) Chairman Hancock said this is something that has needed to be done. Does not see any problem. This is for title six emergency management. This is approval for the notice of public hearing.

[10:29:29 AM](#) **Motion by Commissioner Young to approve Jefferson County public hearing notice for emergency management under title six. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

[10:30:14 AM](#) Deputy Prosecutor Weston Davis is in room

COMMISSIONERS

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

[10:31:06 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.**

- **PERSONNEL ACTION – (ACTION ITEM)**

[11:06:40 AM](#) **Motion by Commissioner Young to approve form for an employee action to go in employee file of employee number 724. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

CORONER – LAVAR SUMMERS

- **TRANSPORTATION FOR AUTOPOSIES – (ACTION ITEM)**

[11:07:52 AM](#) LaVar said that in the past Eckersells let them use a van for transporting to Boise for an autopsy. In April they had to do one but the van was busy that weekend. Let him use a shipping box he strapped in his pickup. Has looked at a soft cover for his pickup. Eckersells box is too big for his pickup bed. So has considered making their own box. Got a call from Madison County who is looking for a solution to this issue as well. Discussed getting a van to transport. Madison County would maintain this. Would be an initial investment for three counties. Wanted to run this past the commissioners. Had been told that a county was sued due to a way the body was transported. Looked into this farther and it was because they took the body from the scene and took it home before taking it for the autopsy. Here for suggestions from them on ideas of what he could do.

[11:12:18 AM](#) Chairman Hancock thinks they do this so rarely to buy a van that sits ninety-five percent of the time would be a waste. Would like to see about having an arrangement to rent a van from Eckersell if it is available. When it is not available could see if another mortuary in the area would allow them to rent one. Might be able to make arrangements to rent one for that time. Like the idea of him obtaining his own box of nature. Could ice this box in the summer months.

[11:14:05 AM](#) LaVar said they have to transport these and usually stay overnight. Chairman Hancock said they could have a rental place that might have a van they could rent. Look at having a box designed. LaVar said if they had a vehicle another department did not use often. Could have a van to use for multiple agencies. Will need to talk with Lane at Eckersell. Will see what they think on the ice idea. Wanted to throw this out today does not need a decision. Wanted them to think about it and will do some more checking. Chairman Hancock said to check with mortuaries and other rental areas. LaVar said they will need to look at how to budget for this. Colleen said his budget has been turned in but they can still make some changes if they need to.

[11:22:10 AM](#) Weston asked if this is a county vehicle he uses. LaVar said it is his personal truck. Eckersell has been good to work with them. Rebecca said they could look at a refrigerated trailer. This is a thought for \$4,000. Chairman Hancock said to look at all of these options.

[11:24:39 AM](#) Deputy Prosecutor Weston Davis left room

PUBLIC WORKS – DAVE WALRATH

- **UPDATE**

[11:24:52 AM](#) Dave said the guys are out in Montevue. Durapatching on the westside. Took a picture on the Cannon Dairy Road. Are watering this but hopes if they get the grant to improve road they will stop this. On the possible hearing date for state highway 48 right now only days in July are the 8 or 9 or they would be into August. Chairman Hancock said this is mainly the highway department presenting their information. Dave will try and set something up. Just got off the phone with Ted Hendricks. Has a better cost estimate. Did not include administrative costs for them. Also did not include any right-of-way increased. Will see bottom line they are under \$3.5 million but adding in administrative cost will be \$3.6 million. Did get contribution from Cannon Dairy and Jerome Resources.

[11:30:19 AM](#) Dave did get a bid on the truck boxes. The date was June 22 to go into production for the truck. Does not usually take too long. Expecting this in Salt Lake sometime in July. Hoping to have it in August. Had five employees taking a flagging class today. This will make it so all of Road & Bridge will have flagger cards.

- **ROAD & BRIDGE PICKUP – (ACTION ITEM)**

[11:32:15 AM](#) Dave brings up getting another pickup. See some are over 300,000 miles. Would prefer another diesel. Go over prices. Chairman Hancock knows they are getting to the point where they need another pickup. Dave said D-1 is driven by a foreman who is retiring. Would move this down where it would not get as many miles and shift D-2 to the foreman and the supervisor would drive the newer pickup. Would surplus whichever truck they need. Chairman Hancock thinks a gas one. Are not opposed to this. Dave will look at Sourcewell. Chairman Hancock said he has gone to one tons on his diesels. Dave will come back in next week with some quotes.

[11:39:40 AM](#) Chairman Hancock asked on BST. Dave said they will start next week. Commissioner Young shows a sign that needs repaired. Chairman Hancock asked if they have their replacements hired. Dave said they struggled for out on the westside. Luis Garcia will go out there. Will have some employees switching around.

- **ROAD & BRIDGE SCHEDULE**

[11:41:34 AM](#) Dave asked about going back to them all being on the same schedule. Chairman Hancock said the change was for the mechanics. Dave said also himself and the office staff. If there is something that needs to be done they come in to do it. At the office for four hours Friday with no phone calls. Madison does four tens. Not sure why any Road & Bridge establish a regular winter schedule because it depends on the weather. Most of the time they are in earlier to get things cleared. Chairman Hancock said they need to have the ability to go five days if they need to. Dave said they finish in the evenings and go long if they have to. Really need the mechanics the same as the rest of the crew to help with breakdowns. A lot of counties do the four ten hour shifts. Colleen asked about a gate for fuel. Dave said they would have to look at the budget. Would need security cameras. Probably need three cameras. Chairman Hancock said they do have some cameras. Not sure if they would work outside. Garn said they could get a weather proofed enclosure. Dave will look at a security gate. Would make things nicer for him and the mechanics.

[11:45:43 AM](#) Commissioner Young thinks this is a good idea. Rebecca said this is part of the public works policy so they would need to change that. Chairman Hancock said they want to keep morale up in the office. Dave said the part-time office manager has been working on Friday and will lose these hours.

[11:47:18 AM](#) **Motion by Commissioner Young to approve Road & Bridge go to a synchronized work schedule of four tens. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

IT – GARN HERRICK

- **PURCHASE APPROVAL – (ACTION ITEM)**

[11:48:30 AM](#) Garn said they are replacing dispatch stations. Have two over four years old. Are having some hardware failures. Will buy one at a time to get it in place. Will take the best of the two and put it in station three. Chairman Hancock said the purchase order looks nice. Commissioner Young asked who made the form. Garn said they did. Chairman Hancock said this is based on pricing that is already established.

[11:49:22 AM](#) **Motion by Commissioner Young to approve purchase order number 3602 for two Dell Precision computers for \$5,290. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

[11:50:13 AM](#) Chairman Hancock asked that Garn follow up on the cameras.

COMMISSIONERS

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

[11:51:37 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 1:55

- **APPROVE CLAIMS – (ACTION ITEM)**

[1:54:54 PM](#) **Motion by Commissioner Clark to approve claims from 6/3/2019 to 6/7/2019 for \$156,516.37. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

[1:55:27 PM](#) Commissioner Clark asked if Linda Cope sent an email to the rest of them. Wondering if they could go out on July 10. Commissioner Young said that is the week he will be gone so he did not respond. Chairman Hancock said that he probably could be available.

[1:56:32 PM](#) **Motion by Commissioner Young to adjourn at 1:56. Second by Commissioner Clark. All in favor – aye. Motion passed.**

Chairman of the Board

Date

Clerk of the Board

Date

County Clerk

Date