

**JEFFERSON COUNTY COMMISSIONER MEETING MINUTES
JULY 15, 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 Clark.

SOCIAL SERVICES – AMY JOHNSON

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

[9:02:12 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.

[9:15:47 AM](#) Deputy Prosecutor Weston Davis is in room
Open session 9:25

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

[9:26:11 AM](#) Motion by Commissioner Clark to deny case #2019-09. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.

[9:26:40 AM](#) Motion by Commissioner Clark to deny case #2019-19 have failed to provide medical bills in a timely manner. Second by Commissioner Young. 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)**

[9:28:13 AM](#) Weston does not have anything.

PROSECUTOR – PAUL BUTIKOFER

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

[9:28:46 AM](#) Chairman Hancock said that Audrey did send these bids to them. Weston said that Paul is out sick. Had sent three bids. Chairman Hancock goes over he feels this is a little costly considering they had gotten three nice desks for \$1,000. Weston said they feel this is fairly high. Commissioner Young said they did get used. Weston thinks that Porters is beating every other price. Commissioner Young asked what they use now. Chairman Hancock said he has his personal furniture. Is concerned on the amount of money. Problem is they paid to have this all moved in. Thinks that would have been time to change to new furniture. Weston asked the amount on the move. Chairman Hancock thinks this was around \$2,000. Weston calls Paul. Chairman Hancock asked they are looking to see how much they have in the budget for office furniture. Paul has enough in his office furniture line and has some in his capital equipment line. Chairman Hancock asked if they looked at these desks. Paul said that Judy did this research but should have three bids. Chairman Hancock said this is quite a bit more than they spent for their furniture. Paul said this is replacing his personal furniture. Commissioner Young said that Porters is the lower bid. Chairman Hancock said this is the one they have itemized out. Have installation of \$450. Weston said only Porters includes an install and is still the lowest price. Paul said that Judy is out sick as well. Commissioner Young thinks they should look at it and decide if the maintenance individuals could install these. Chairman Hancock said if they verify the amount in the budget they will proceed. Paul said they can table this to figure this out that would be fine.

[9:42:39 AM](#) Chairman Hancock said they could approve the purchase contingent on the install if they decide to do this themselves. Weston said they had Paul on the line they had \$6,000 in office furniture and \$5,000 in capital equipment. Colleen said he has \$5,400 in office furniture and \$5,000 capital office equipment.

[9:43:42 AM](#) Motion by Commissioner Young to approve purchase for Prosecutor's office for office furniture with Porter's up to \$5,106.78 contingent upon the option of doing the installation their selves. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.

COMMISSIONERS

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

[9:47:06 AM](#) Motion by Commissioner Clark to approve commissioner meeting minutes from June 17, 2019. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.

[9:47:29 AM](#) Motion by Commissioner Young to approve special commissioner meeting minutes from July 10, 2019. Second by Chairman Hancock. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye. Motion passed.

TREASURER – KRISTINE LUND

- **TAX DEED SALES – (ACTION ITEM)**

[10:04:57 AM](#) Treasurer Kristine Lund said the landowners located near these parcels were sent letters with a map. Chairman Hancock said they will be going into a tax deed sale. **(Exhibit A)**

Commissioner Meeting Minutes

July 15, 2019

- **RP002840010130 – (ACTION ITEM)**

[10:05:49 AM](#) Chairman Hancock said that parcel #1 is #RP002840010130. Kristine said those that want to be a bidder have signed on this sheet. Chairman Hancock said this parcel is a strip of land along Clearwater Estates minimum bid is \$101.32. Ask if they have a bidder. Rod Otteson will bid \$101.32. Chairman Hancock asked if there are any others wanting to bid on this property. Chairman Hancock closes the bid on this. Parcel #1 will be awarded to Mr. Rod Otteson for \$101.32.

- **RP005550010010 – (ACTION ITEM)**

[10:07:44 AM](#) Chairman Hancock said that parcel #2 is #RP005550010010. This is previous common area in Mountain Valley Subdivision. Opening bid is \$171.63. Michael Farnsworth bids on this amount of \$171.63. Chairman Hancock said with no other bids will close this and award parcel #2 to Mr. Michael Farnsworth.

- **RP005550010080 – (ACTION ITEM)**

[10:08:53 AM](#) Chairman Hancock said that parcel #3 is #RP005550010080. This is previous common area in Mountain Valley Subdivision. Opening bid is \$163.26. Luke Mackowiak bids \$163.26. Chairman Hancock closes the bidding and awards this to Mr. Luke Mackowiak for \$163.26.

- **RP005550020010 – (ACTION ITEM)**

[10:09:53 AM](#) Chairman Hancock said that parcel #4 is #RP005550020010. This is previous common area in Mountain Valley Subdivision. Opening bid is \$156.13. Michael Farnsworth would like to bid \$156.13. No one else is interested in bidding. Chairman Hancock awards the bid to Mr. Michael Farnsworth on parcel #4.

- **RP005550020070 – (ACTION ITEM)**

[10:10:59 AM](#) Chairman Hancock said that parcel #5 is #RP005550020070. This is previous common area in Mountain Valley Subdivision. Opening bid is \$241.52. Michael Farnsworth will bid \$241.52. No other bidders. Chairman Hancock said they close the bid and award the bid to Mr. Michael Farnsworth will purchase parcel #5.

- **RP005550030100 – (ACTION ITEM)**

[10:11:52 AM](#) Chairman Hancock said that parcel #6 is #RP005550030100. This is previous common area in Mountain Valley Subdivision. Opening bid is \$180.75. Emily Johansen will bid \$180.75. No other bids. Chairman Hancock said they will close the bid and award the bid to Ms. Emily Johansen on parcel #6.

[10:12:50 AM](#) Chairman Hancock said they will need to have cashier check or cash by the end of the day to the Treasurer. Kristine asked all bidders to see her before they leave. This way they will create the deed the way they want in the Prosecutor's Office. The bids they just made and accepted did include 2019 taxes on the property. Kristine said they would have to do a plat amendment to make these changes.

[10:13:20 PM](#) Recess

Open session 11:00

RICK WATSON

- **PROPERTY TAX OVERPAYMENT – (ACTION ITEM)**

[11:00:33 AM](#) Mr. Rick Watson 675 N 3580 E. Concern is regarding property taxes from 2009 to current. This was residual property of 2.1 acres that adjoins his other property. Assessed this as \$18,000. From what he understands was assessing this at 8.7 acres. It shows 2.1 on the assessment notice. Have been overcharged for ten years. In 2019 is valued at \$2,160. Thinks he should be entitled to some type of reimbursement. Chairman Hancock asked Jessica to come up and explain a few things. Jessica said in the software they put total acreage and value. The total acreage was put in correctly but for some reason was valued in as 8.7 acres. Reading 63-1302 cancellation and refund on property taxes. The County Commissioners may at any time when in session, cancel property taxes which for any lawful reason should not be collected, and may refund to any taxpayer any money to which he may be entitled by reason of a double payment of property taxes on any property for the same year, or in any case in which the county commissioners find that, due to error or otherwise by fault of the county. In reading this through it sounds like they can only allow one year to be reimbursed. Chairman Hancock said this would be one year from their standpoint as well. As far as what they receive in taxes the assessor sends this out but forty-five percent of what is paid goes to the schools and it is already gone. Have another ten percent to other cemetery and fire districts. That money is distributed every year. Under the law they are allowed to make an adjustment on the last year. On the prior years their hands are tied. As taxpayers they need to make sure they do not have any errors.

[11:06:06 AM](#) Mr. Watson can see he owns a home and has a tax exemption. Does not know the formula for assessed property values. Sure he thought the taxes were too high. Jessica said a lot of individuals do not look at assessment notices until they get the tax notice. Have corrected this and apologized profusely. Going forward looking at the assessment notice is important. Strive to not make errors but they do come up.

[11:08:04 AM](#) Kristine said for 2018 was charged \$328.82 and with change of values it would have been \$39.16 for a difference of \$289.66. Mr. Watson said the values have gone down because he went in and got the numbers. Jessica said values overall from 2012 have increased. Chairman Hancock property values have increased since 2012 but the method of evaluation has changed and that is why this went down. At this point they can refund \$289.66. Go back over the numbers. Chairman Hancock said they did change the ways they evaluate this. Can only do one year. Wished they could do more. The reason for this is because the money has been spent already.

[11:12:29 AM](#) **Motion by Commissioner Young to refund Rick Watson \$289.66 for a tax error. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

[11:13:44 AM](#) Rick asked how this works will it be a credit on the tax bill. Kristine thinks it could be refunded into a check which would be cleaner. Will bring in the cancellation for them to sign. **(Exhibit B)**

PLANNING & ZONING – KEVIN HATHAWAY

- **SCHOOL DISTRICT #251 PARTIAL PERMIT FEE WAIVER – HARWOOD ELEMENTARY – (ACTION ITEM)**

[11:14:56 AM](#) Kevin said they had been approached by the school district to discount the permit for the remodel on Harwood Elementary. On the new school the fees were \$63,000 and only charged \$3,000 with understanding they would upgrade the traffic lanes. On this one they will not have that or any impact fees. Permit fee is \$15,327 it does have a plan review fee. Looking at a basis to discount this. Chairman Hancock said in the past the patrons would be paying this fee so it would be better to just charge the costs to do the inspections and not charge the commercial rates. County residents have paid already. Usually will ask what it will really cost them. Kevin thinks around \$3,000.

[11:19:54 AM](#) **Motion by Commissioner Young to do a partial permit fee waiver for School District #251 for Harwood Elementary to \$3,000. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

- **UPDATE**

[11:20:24 AM](#) Kevin provides information for them on permits. Notes that they have nine pending in the review process. Twenty-three in the drawer ready to be issued. Chairman Hancock asked if they have been notified. Kevin said they have been so they can come and get them. Included property status reports so they can see they have five pending. Chairman Hancock thinks some of these they can do a little faster. Kevin said sometimes this is due to the location not the structure. Needs to buy chairs for their office and foyer. Not sure this will exceed the \$2,500. Also wants to add new mats. Would like to add a mat to the foyer. Colleen said they can get their number and call for what they want. Commissioner Clark said they have mats when they come in. Not sure they will want any in the halls.

[11:25:54 AM](#) Kevin said they would like to do some training with Jerry Mason on the area of impact. Thinks it would be beneficial to the area. Have been looking at fees for an outside firm to look at the impact fees. Chairman Hancock asked if they need to do this. Kevin said they cannot do the capital improvement plan and the impact fee in house. They are creating and justifying fees. Chairman Hancock would like to address the water. Kevin said they have a subdivision irrigation plan. Chairman Hancock goes over water mitigation.

[11:36:22 AM](#) Kevin said they have the final draft for Municode. Have department heads and other elected officials looking this over. Trying to make sure this is as correct as possible. Chairman Hancock said that he saw Weston's comment that they need to make sure they have everything included.

[11:39:37 AM](#) Kevin said they have a few people off and some meetings this week. Commissioner Clark knows he has a lot going on has come in on the calfo ordinance. Need to work through the permit. Do they need to meet on this? Kevin thinks that would be best. Will get some material together on this.

PUBLIC WORKS – DAVE WALRATH

- **UPDATE**

[11:41:57 AM](#) Dave said they are otta sealing 100 N from 3800 E to 3550. Then will put clean chips 3550 to 3400. Will do another from 3300 to the dead end. Wednesday they will be back out to Hamer to finish the asphalt. Will be gone next week. As far as the lake road. If they would have given some notice on the race they could have rescheduled this. Broomed this on Thursday. Chairman Hancock said they had some problems with the organizers.

[11:44:23 AM](#) Dave did check out the durapatcher truck Friday. City of Preston agreement that they have worked up that could be piggybacked off of. They have some specific items they will want to add to the truck.

[11:46:25 AM](#) Chairman Hancock said they did meet with the folks out in Hamer and were glad that they had some paving going on out there. Commissioner Clark noticed one of the railroad crossings is bad. Dave knows had put in one set of planks in the main line. Frustrating to deal with Union Pacific they are not easy to work with. Chairman Hancock said they may be selling out. Dave said they could try the approach of paying for the planking if they come and fix this. This has been a good way to approach this in his experience. Will keep working on this. Chairman Hancock said they told them that this has to deal with the railroad. Did speak with Jason at ITD but never got an answer on buying the roller before it goes to auction.

SHERIFF'S OFFICE – MIKE MILLER

- **IDAHO PUBLIC SAFETY COMMUNICATION GRANT 2020 – (ACTION ITEM)**

[11:54:08 AM](#) Mike is working on a grant for updating their 911 equipment. For 2020 is putting in for a grant to help upgrade equipment. Will be the same equipment just updated so they do not have to go out to bid. This is the application going over the reason this would benefit them. Have a signature page supporting this application for the grant. This has to be submitted at the end of the month. Looking at \$170,000. Chairman Hancock asked if they have had any failures. Mike said they are having issues but no failures. After so many years the process and equipment start hanging up. There are a few items they cannot use the grant for. Chairman Hancock asked if this is a matching grant. Mike said it is not. They put in for this five years ago and had received the full amount. Need a signature on their support and approval.

[11:57:20 AM](#) **Motion by Commissioner Young to approve Mike Miller to apply for the Idaho Public Safety Communication Grant for 2020 and will place their signature on the application. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

WEEDS - MITCH WHITMILL

- **ATV PURCHASE (ACTION ITEM)**

[11:59:00 AM](#) Mitch said he needs to purchase a new ATV. Have a broken frame that was ready to go out next year. Will have to weld this and is a bigger job then they have time for right now. Need to have an additional four-wheeler. Have two on the canal systems working every day. Then

have other private work. This fifth one will help them maintain. Run the Suzuki to keep the same style of machine. Has a center line clutch for constant power. Two Suzuki dealers are Action and Rexburg Motor Sports. Mitch said Rexburg does not have one in stock. Chairman Hancock said Action they are \$4 more. Mitch said they are riding these all day.

[12:04:01 PM](#) Chairman Hancock asked on the budget. Mitch said he has around \$82,000. Colleen said they have around \$80,000. Mitch said they have a truck coming out still. Is scheduled to trade out this ATV next season. Will then just keep the one they fix an extra year.

[12:06:30 PM](#) Mitch said they run these at four miles an hour all day. Have finished their first round around the county on koshka. It grows fast once it is hot. They do not treat out of the right-of-ways. Running 1,800 gallons a day. Chairman Hancock said to have Action come down to the same price of \$7,500.

[12:11:30 PM](#) **Motion by Commissioner Clark to approve Weed Department to purchase of an ATV for \$7,500. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

[12:17:47 PM](#) Recess until 1:00

Open session 1:01

BUDGET WORKSHOPS

[1:01:48 PM](#) Colleen handed the revenue projections earlier. Prior years are also projections to see how they compare. Did a short summary with preliminary numbers. Have given them the budgets in order. Need to remember these are real preliminary numbers.

- **TREASURER – KRISTINE LUND**

[1:02:39 PM](#) Chairman Hancock said this is the first time they have looked at this. Go over salaries. Looking for a five percent increase to her. Kristine said she does a good job. Colleen said most of the elected officials have done a five percent. Did revamp the step & grade chart last year. Once these are approved they have a green sheet to fill out salary information. Chairman Hancock asked one of the salaries. Kristine said this is seasonal help so they use as little as possible. Chairman Hancock asked if they need it this high. Kristine said not for current needs. Try to do what they can with the employees that they have. Postage box does not have much left over may need to raise this. Commissioner Clark asked on publications. Kristine said this is mainly the tax deed hearing they publish four weeks for that. Work hard to make it smaller. This is a cost that gets transferred to the parcels so they do get the money back. Chairman Hancock asked on publication costs on the sale today. Kristine said that was done by Colleen and will come out of their budgets. Commissioner Young asked about public administration. Kristine said this line was put in two years ago. If a public administration case comes up she is required to do certain things. Prior to two years ago they never had one. Then she had one that did have some costs so they put in this line just in case they need this. Chairman Hancock does not see any issues or questions at this time.

- **EXTENSION OFFICE – LORIE DYE – RUTH HALE**

[1:13:55 PM](#) Ruth said they have the step & grade in the salaries. Taking out utilities. Wanted to add \$1,000 into educational supplies. Also wanted to add some mileage for travel for the 4-H. Chairman Hancock said those costs did not go away the utilities will be moved to the general. The money would go back to the general to take care of the expenses. Ruth said they have requested an increase. Have the capital office equipment would like to get a new range for \$800 and \$800 for a picnic table. Chairman Hancock asked on the vehicle they need to move this over. Colleen is not sure they can do this. Chairman Hancock said then they do not have to inflate the budget each year. This is the way to go. Colleen said the concern is not knowing what is in the capital and always having to check. Chairman Hancock said they would have an escrow type of account set up where they moved the money for. Go over the way this will accrue without inflating the budget.

- **BUILDING & GROUNDS – COREY SMITH – BRYAN BRIGGS**

[1:23:51 PM](#) Corey Smith, Travis Thompson and Bryan Briggs come up. Colleen said she met with both of them and came up with the budget. Corey said it will be hard with the annex. Will not know about a lot of things until they come up. Corey said they have upped some of this due to the age of the building. Will have normal wear and tear. Chairman Hancock asked on the roof. Corey said this needs to be re-done. Has been re-fixed so many times. Chairman Hancock asked do they need to add money for the roof. Corey does not think they ever got a bid. Bryan said they could do sections. Chairman Hancock said they could do one section per year. Go over options. Might need enough to do one section at a time. Commissioner Clark said they will need to plan for this. Commissioner Young asked on the swamp coolers. Corey said that is the Sheriff's side. Chairman Hancock said the roof would come from general. Corey knows Smith Roofing does the flat roofs. Chairman Hancock knows they have Elite as well. Think they will be best to break this up would think at least \$25,000 each section. New roof up at 5C was \$63,000. Could put it in line 494. Colleen said then they have \$50,000 in both lines. Believes that may have been the intent of the contracts and labor line was for the roof.

- **CORONER – LAVAR SUMMERS**

[1:40:03 PM](#) Chairman Hancock asked if he has a five percent increase on his salary. Do the math it is a 3.7 percent. Have added \$2,000 for transportation. LaVar talked with Eckersell they charge a family \$500 to transport a body to Boise. May have meals or lodging expenses as well. Have had two at the most but have budgeted four. Colleen asked if the Sheriff spoke to them. Working on maybe having a van they do not use a lot that he could use when it is available. Chairman Hancock said they will leave this for the time being. Jury witness line have not used but this is to cover his costs if he ever has to testify. LaVar said they have never done this. Most of what they do for a death certificate is for vital statistic records. Chairman Hancock thinks everything looks good for right now.

- **CLERK/DISTRICT COURT – COLLEEN POOLE**

[1:46:55 PM](#) Colleen said she has added five percent to her salary. Have the line that was used for part-time help have moved this as a full-time position in case she needs to hire someone. Line 402 is less because this is thirty percent of the wage. Line 440 was the microfiche scanning which is completed. Record books is budgeted because they have a gentleman that will come and redo these books when he is in the area. Will do up to the budget amount. Docuwear is a software program they are looking at using. Put \$5,000 into about four different budgets. Will be one of the

beginning ones. Do not expect any capital office equipment. Dues and memberships have gone over so upped this some. Down from last year's overall budget.

[1:50:27 PM](#) District Court Colleen said this is straight forward. This is not in the general so has their own salary and benefits. Benefits are mostly the same PERSI did go up. Medical insurance increased two percent in conversations with Carlos. Workers comp may be going up quite a bit. This is based on the amount of claims and wages. Recommended a forty percent increase. They bill them with a guess for the year then they either have overpaid or underpaid at the end of the year. Supreme Court training they increased due to trainings with Odyssey. Need to send as many clerks as possible to these trainings. Took down what she could. Law Library and 5C Detention these are fees that are sent from the District. Chairman Hancock said they tried to lower 5C. Commissioner Clark asked on 5C if they track how many come from Jefferson. Chairman Hancock said they split this out. Felt that the facility still has to run whether we are using it or not. Colleen said jury witness fees they went over but will get reimbursed from the Custer County trial. Chairman Hancock does not see anything.

- **INDIGENT/VETERANS – COLLEEN POOLE – AMY JOHNSON**

[1:56:42 PM](#) Colleen said this is a hard one never know what claims they will get. Did up the travel and training. Have had clerks from other counties come and they have covered their mileage. Public Defender is not in here anymore. Never know what they will get. Commissioner Clark asked the other miscellaneous expense. Colleen said if they have a non-medical application. Chairman Hancock said they can pay one month rent for a person. Colleen said they are working on food and gas vouchers as well. Chairman Hancock said they have Medicaid that will be going into effect and do not have any idea what that will entail. Knows they may ask the county to contribute. Colleen said the veteran's service officer covers the Vetraspec software.

- **ELECTIONS – COLLEEN POOLE – SHONNA ALLRED**

[2:01:48 PM](#) Shonna said they have two different elections with general and consolidated. Colleen said before a fire district would conduct their own election now they have consolidated elections. Shonna said they will have a consolidated election in November. Colleen said they never know when they will have a bond election. Shonna noticed that in 2020 will have a school bond election in Ririe so will probably be August of next year. Colleen said the election clerk salary is split. Biggest thing is the capital account in the consolidated. This is set aside because they will be having a mandate to go all electronic. Shonna said they have the old technology. Do not know when they will mandate items they say in the future. They have around 130 individuals that work the polls. Takes a lot of people to make this happen. In January of 2020 have worked here for forty years.

[2:09:24 PM](#) Recess

Open session 2:11

- **PARK & RECREATION – MICKEY EAMES**

[2:11:49 PM](#) Chairman Hancock asked if she is on the step & grade. Mickey said she is. Chairman Hancock asked on the attendants. Question on the second one have spent more than she is budgeting. Mickey said some lines get more hours than others. Have added maintenance lines. Chairman Hancock said they have three part-time maintenance people. Colleen said they cannot go over in the salary lines. Mickey said this year they have been doubling up at the window. Go back up on the salaries. Colleen said they have an unemployment line just in case to cover. Chairman Hancock said they have gone down on the reservation system. Mickey said it is ten cents per reservation and ten cents per day. There are a few little bugs but they will have that with any system. Colleen said sales and lodging has gone up. Mickey said she has added taxes on the online system. Chairman Hancock asked on the \$350,000 will they be getting another grant. Mickey is looking at a grant for asphalt along where they park by the beach and where the Sheriff's office set ups during the Fourth of July celebration. There are some grants they can request. Chairman Hancock said to lower grants to \$300,000 and put the money into the grant match. Mickey likes to give back to the Sheriff's Office and Police Department where they come in and help. The firework celebration brings in a lot of money.

[2:24:53 PM](#) Colleen asked on the capital groundwater. Chairman Hancock said they had talked about purchasing water. Can purchase some will need to follow up. Will cost more than \$2,000. Want this to pump. Mickey said if they up this to \$7,500. Chairman Hancock said then they cannot shut down the watering if they own it. Commissioner Clark asked on capital vehicles. Mickey would like to get another four-wheeler. Looking at a golf cart for the camp host since the maintenance worker need to use the four-wheelers.

- **PUBLIC WORKS – DAVE WALRATH**

[2:34:00 PM](#) Dave said the salaries are the step increases. Chairman Hancock asked on the part-time guy. Would it be beneficial if they could get more? Dave said flaggers are always important. Have made sure everyone has a flagging card. May come a time when they do. Flagging cards are good for three years. Have a guy dedicated to mowing has been helpful. Chairman Hancock asked if they have any new positions. Dave said Bruce retired. Would like to feel this from within. Put in a lower number because whoever is promoted will make less. Have backfilled the hole he left. They are fully staffed. Making the effort to cross train on the durapatcher truck.

[2:39:19 PM](#) Dave did increase the right-of-way maintenance. Have been good at getting these taken care of. Chairman Hancock said they bumped the maintenance parts. Dave said repair numbers are up. Would like to look at leasing some pieces of equipment, such as graders. Lease four and own three. Scraper is big could lease the articulated truck. Transmission went out on 140-H CAT. Approaching 10,000 hours. Need to get rid of the Champion and Volvo. When they lost the compactor they had to scramble. When they lease then they have to replace it. Bumped repairs could go to \$250,000.

[2:50:27 PM](#) Capital vehicles have kept the same. Did increase capital equipment for a durapatcher truck. Discussion on capital items. Dave will get some more information on lease options. Would like to have their bathrooms redone.

[3:03:05 PM](#) Dave moves to Special Road & Bridge. Would like to increase crushed rock gravel to \$250,000 and take road oil down to \$350,000. Chairman Hancock said they will need to do some crushing. Did bump the other materials up slightly. Bridges do not have anything in dire need. 500 North does need some maintenance. Chairman Hancock asked should they be keeping these funds for a bridge down the road. Knows that Bonneville has money set aside for bridge repairs. Only in the cash line for the year they budgeted. This is a savings account. Dave asked if

there is a separate account. Dave understood that all the county's cash is in one place. Did not think they were supposed to build a big trust fund. Right now in Solid Waste have over five million. Colleen said they transfer out of solid waste for the courthouse payment so hoping in 2021 they can pay this off early. Chairman Hancock said they have already done a judicial review on this money.

[3:10:23 PM](#)

Dave goes to Solid Waste. Bumped maintenance for heavy equipment to \$300,000. Have budgeted money in the lease line. Knows there will be repairs on the scraper and compactor. Approaching the hours. Chairman Hancock asked what they want to do on landfill development. Dave said the shop began in 2012. Have not used much of this in the past. Did take \$53,000 in FY17 for the building. Scales have come up need to recalibrate these. Will have to get underneath these and do some work. May look at covered scales in the future. Chairman Hancock said they still have mud on the vehicles that goes onto the scales. Dave said Teton is covered. Fremont's are in the transfer station. Was going to do an RFQ later this year. Have \$10,000. Will add transfer station development put in \$10,000. Chairman Hancock said he could get some design firms.

[3:24:43 PM](#)

Dave said everything else is straightforward. Have the capital heavy equipment and repairs. Chairman Hancock said these will be the question ones. Dave asked any other budget related items. Chairman Hancock does not have anything at this time. This is preliminary. Commissioner Clark said this raised his overall budget. Chairman Hancock said it is in maintenance and repairs. Dave said rent/lease on capital purchases would lower the repairs. Will need to have a scraper. Are ahead on this now. Chairman Hancock said they do have to cover it. Could use a dozer. Dave said they were in cell one for fourteen years. Cell two for five years. Cell three now for two years. More and more solid waste is going to this area.

- **COMMISSIONERS/GENERAL/AIRPORT/CAPITAL CRIMES DEFENSE FUND/CAPITAL IMPROVEMENT FUND/HEALTH DISTRICT/JUNIOR COLLEGE TUITION/TORT/VETERANS MEMORIAL/DEBT SERVICE FUND/PAYMENT IN LIEU OF TAXES (PILT)**

[3:34:41 PM](#)

Chairman Hancock said next is Commissioners. Colleen filled in a few numbers. Ones that are set in stone. Chairman Hancock asked on salary are they increasing five percent. Rebecca would suggest a 2.1 percent across the board to not fall behind again. Would recommend this as a COLA. Chairman Hancock will have to go back to see where they are at. Will add \$600 to the commissioners across the board. Need to go back to Human Resource Officer. Rebecca said that is why she is in here the grant reimbursement will only cover items if her other responsibilities are paid out of two different lines. Chairman Hancock said they will have an assistant now. Rebecca said they will need to determine how much of her time will be dedicated to HR. Chairman Hancock said having Audrey could lower this. Will come back to the HR when they do Rebecca's budget. Will leave travel and meals. Other travel have never gone over. Colleen said they could combine these as travel. Technology Live covers the website. Rebecca said possibly next year may look at revamping the whole website. Chairman Hancock asked on minute transcription. Colleen thinks it is for if they need to transcribe anything word for word. Chairman Hancock said they need to have some in employee recognition. Keep cloud seeding. Pay for their own cell phones. Colleen said they have budgeted for other legal services. Chairman Hancock changes this to \$10,000. Commissioner Young asked on dues and memberships. Chairman Hancock said they have to pay to be part of Idaho Association of Counties where they go to trainings. Colleen upped the publications because they have more and more. Chairman Hancock said capital office equipment. Will put this down to \$5,000. Rebecca said she will use some Homeland Security money for tables in here.

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Chairman Hancock said the general fund. Colleen will figure the benefits. Rebecca said on the HR side would be \$11,500 for twenty-five percent of her time. Chairman Hancock asked whose office supplies come out of the general fund. Colleen said if the things the whole county uses. Chairman Hancock said the copy machine. Have utilities and other. On Municode there is a fee. Colleen said they paid the initial fee. Thought the annual was around \$1,000. Rebecca will confirm with Kevin. Colleen said the one fee is when Andi Elliot came in to take care of animals. Have the Upper Valley Board of Guardians which was requested this year. Have \$30,000 for the audit. Chairman Hancock asked the professional services other. Colleen said this is for any additional help that is needed. Rent/lease/other. Colleen said this is for the mail machine. Chairman Hancock thinks they should leave the contingency at \$175,000. Use this for emergency items that are not budgeted. Courthouse security. Colleen said this was put in last year may move toward metal detectors at the door. Rebecca said she budgeted \$10,000 for courthouse security. Leaning toward ballistic glass and barriers. Colleen had a vulnerability assessment done. Commissioner Clark asked on the contingency what this has been spent on. Chairman Hancock said they did some wiring. Lots of little things. Professional auditing. Postage went up for the additional offices. Colleen said a lot of these are set next ones are set.

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Chairman Hancock said they have capital vehicles. Commissioner Young said they need an ambulance. Chairman Hancock said they would use the fire stations. To fund this is \$600,000. Have to house individuals. Will be an increased cost. Colleen asked if they want to put in \$5,000 to build for another vehicle. Capital building upgrades was to help pay for this building. Have capital improvement and PILT. Chairman Hancock said some of the costs parking lot is one they need to pay for the asphalt. Put in \$15,000.

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Colleen said airport has not changed. Capital Crimes Defense Fund is to the Idaho Association of Counties in case they ever have a murder case. Capital improvement fund was for the new building. Does not need to budget anything. Health District is set. College Tuition has changed where we are no longer reimbursed for juniors and seniors. TORT is paid to ICRMP. Veterans Memorial maintenance ask \$3,000. Can levy on this. The courthouse they pay this from out of county solid waste to make this payment. Interest has gone down a little bit. Will want to pay ahead if they cannot pay this off. PILT put in \$500,000. Did get a check for \$525,000.

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Colleen has to publish the budget. Need to publish high cannot go over the published amount. Put in all the high numbers than they can dwindle this down. Biggest question is if they are looking at a COLA now so they can see where they are at.

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Motion by Commissioner Young to adjourn at 4:17. Second by Commissioner Clark. All in favor – aye. Motion passed.