

**JEFFERSON COUNTY COMMISSIONER MEETING MINUTES
SEPTEMBER 16, 2019**

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

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)**

[9:02:43 AM](#) Motion by Commissioner Clark to go into executive session 74-206 (A) Personnel. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.

Open session 10:23

[10:23:28 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 10:29

PROSECUTOR – PAUL BUTIKOFER

- **DEPUTY PROSECUTOR POSITION – (ACTION ITEM)**

[10:29:57 AM](#) Paul is requesting a new hire deputy prosecutor. This position was budgeted for. Before he is able to offer a position it needs board approval. Budgeted \$66,451. It is an entry level position. Would be capped at this but would depend on the experience level. In the job description have this as a grade eleven step four. Will depend upon their experience if they are put in a grade four. Chairman Hancock asked if this is just the salary line or if it includes benefits. Rebecca said that is just the salary. Chairman Hancock said they have discussed this before. One item they will be supporting Planning & Zoning directly under the Prosecutor. Commissioner Young asked if they wanted to wait a couple weeks on this.

[10:32:13 AM](#) Motion by Commissioner to Clark to table this decision for two weeks until September 30, 2019. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.

[10:32:59 AM](#) Prosecutor Paul Butikofer left room

SOCIAL SERVICES – AMY JOHNSON – CANCELLED

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

BLM – JEREMY CASTERSON

- **STATUS UPDATE**

[10:33:15 AM](#) Jeremy Casterson with the BLM comes to a lot of these meetings. Nothing pressing likes to check in on a couple of items. Have law enforcement and fire issues. They are trying to get a handle on the recreation areas with fireworks and exploding targets. They have a road that goes west from Menan Butte trail head that is really hammered. Put out a contract to get this fixed. Commissioner Young asked if this is west of the Buttes. Jeremy said this is trail head and recreation people are using this. Put a contract out on this. It will get fixed hopefully this fall. Chairman Hancock asked if they will make a loop out of this. Jeremy is not sure yet what they will be doing will have to check with the engineers. Chairman Hancock said they have holes so bad it's hard to drive on. Commissioner Clark said he thought he saw some equipment out there. Have the capability to pursue the costs of the fires it is call fire trespass for fires in the area. Does not think taxpayers should be liable. Have multiple cases they are pursuing. Need to get the message out that they need to pay for these fires. These are the kinds of fires they will issue fire trespass. They had the deer park fire in 2017 where they had a gentleman had the truck high centered it was a \$1.5 million for that fire. Will get about \$10,000 out of that. Badger Point was started last year. Have body cam footage on the crime and exploding target that was a \$22,000 fire. Just one of the things they are trying to do to get a handle. Have not had a full-time law enforcement position for his field office for several years. We're doing interviews last week so they will have a new law enforcement officer. This area is the highest issues with fires. This will be a relief coming. Appreciates their efforts on getting a handle. Also this is not a state position but a national position that will handle some of the more complex cases. Will be fully staffed by next summer.

[10:38:20 AM](#) Jeremy was here last year on the Egin-Hamer winter closure. Have an agreement to keep the Egin-Hamer road open during the winter. When they agreed to do this they have a closure starting in January. Couple years ago a student got an attorney and looked deeper into their documentation and there was no fine defined in the county ordinances for Jefferson or Fremont. Last year they spoke on re-doing an ordinance and the commissioners agreed to do this. Fremont has done this and have a fine in place. Not sure what happened here. Chairman Hancock said they did a joint ordinance between Jefferson and Fremont and is signed by both parties. This has been done. Weston does not recall a vote on this. Chairman Hancock said this was before the came in during the winter months. Had the same fine. Weston is not sure if the ordinance was passed with a fine cannot recall. Chairman Hancock said some of them guys thought if they only have a \$50 fine it was worth it. Discussed this at great lengths. Audrey provides the ordinance. Chairman Hancock said this was Jefferson County Ordinance #2019-01 and Fremont County Ordinance #2019-01. An ordinance amending Fremont County ordinance No. 97-06 and Jefferson County ordinance 4-2-6, to amend section for to section five, to add new language at section four to provide for penalties for violation of closure and establishing effective date of amendment. Added any

violation of any closure pursuant to section one which is not a recognized exception under section two of this ordinance shall be an infraction. All such violations shall be punishable by a fine of \$100, and shall be enforced by the county with jurisdiction. This was signed by both counties. (Instrument #441040)

[10:43:00 AM](#) Jeremy said last is general wants to discuss the sage grouse populations. Have a state plan that Governor and task force worked on when they drop twenty percent over a three year average that triggers this and start to monitor habitats. Biologist and Fish & Game have worked together to do a report on the numbers to see why they are down. The trend is going down in Wyoming, Nevada and Utah. Do have a fluctuation so hoping this will come back up. This was triggered before the Grassy Ridge Fire. Fire seasons play a role. Once they get this report will send this on to them. This is something BLM is looking at. Signed the sage grouse plan in 2015. Does not think anything is wrong with the plan. Knows every ten years they will look at this. Chairman Hancock this is interesting hopes BLM would use the INL that is untouched habitat. This is not grazing. Only can say fire and predators. Keep hearing and are concerned in their county they graze a lot. Best area is in the Medicine Lodge area with the heaviest grazing in the areas. Big article in the Sunday paper that the BLM did not know what they were doing about the sage grouse. Was a commentary. Jeremy said they have 250 allotments. Chairman Hancock said Medicine Lodge where the population has the most grazing. Jeremy said the problem is fire and invasive that came in behind this. That is what they control. They cannot control the predators. Commissioner Young wonders of the bird populations they are doing better and increasing population. Chairman Hancock said the hawk population has skyrocketed. It is predators and fire in his opinion that are the big issues. Want to say this is hunting and mismanagement by BLM and grazing. Jeremy said this will not make it into the report. BLM will not get into the predator argument. Chairman Hancock said they used to have a huge habitat out by the INL. Jeremy said they had a big fire in 2010 and one just recently. Chairman Hancock thinks that has been the biggest issue. Jeremy said they are doing better with suppression. Have policy now where they can give the old engine to other fire districts. Helps fight the fires. Chairman Hancock said these are used. Jeremy said they have ranchers suited up with communications that come out that help them with fire suppression. Are doing some things but the wet springs are a mixed blessing. Seeing higher fuel but they are rehabbing really well. With the wetter springs they are growing a lot of fuel.

[10:49:31 AM](#) Chairman Hancock said they have an issue with a road the Lewisville knoll road. Jeremy asked if this is access and if there is access allowed. Chairman Hancock said they have always had access for years. Used the pit out there and the residents on the west side of the butte used this access for years. Now an individual has tried to shut this off by putting rocks in the road. Jeremy will go back and look at this. Believes his field specialist was looking into this. Chairman Hancock said this is interesting it is BLM property they do not have control so they need their assistance. The road up to this they maintain. Jeremy asked if they are restricting access right on the BLM. Chairman Hancock invited Rebecca to come discuss the area. Rebecca said that it is off of 200. One side is property is private property the other is BLM. The resident that is claiming this is a private drive has blocked this adjacent up to someone else's property up by the gate where the dynamite pit is. Jeremy will go back and do some research and will email them with what they find.

[10:52:41 AM](#) Mitch said they did spray maintenance on this road and have worked on this road it goes through both counties. Chairman Hancock believes the road is BLM ground. Rebecca said a public lands access.

NOXIOUS WEEDS & INVASIVE SPECIES – MITCH WHITMILL

• TRAILER PURCHASE – (ACTION ITEM)

[10:54:33 AM](#) Mitch is here requesting to purchase a transport flatbed trailer for their tractor mower to be used also with the tanker supply trailer. Sold the one they had earlier this year. Have three bids from three local vendors. They have money in their trust fund from the sale of the previous trailer that they will put onto the cost of this. The better buy is the PG through Riverside it is \$11,500 has landing gear for stabilization for loading. Also has a spare tire the one at Diamond does not come with these features. Chairman Hancock said a penal hitch. Mitch said they have to get to the loading requirements. On the trailers they haul the chemicals they cannot use the fifth wheel because they have the spray tanks on as well. Have been stopped at DOT and have to dump some of the water off because they are overloaded so cannot use the full capacity of the tank with what they have. Have the mower on the tractor they use they need to transport. When they mow the field by the courthouse they can haul the tractor on this trailer.

[10:58:56 AM](#) **Deputy Prosecutor Weston Davis left room**

[10:59:05 AM](#) Mitch said they are deciding to go to a heavier tank. Go over the quotes. They need a good quality one where they will not have any issues. Prefers the powder coating. Chairman Hancock asked on the budget. Mitch said he will take this from this budget. Currently have \$73,690 in there after purchase of the truck leaves \$31,571 in that account. Have \$3,000 in the weed revolving trust from the sale of their previous trailer. Chairman Hancock said one is a 20,000 weight and the other is 25,000 weight. Mitch said they have 10,000 pound axels. They list this differently both have dual pound axels. Commissioner Young asked the difference on the diamond. Mitch said it does not have the extra wheel, landing gear and is painted not powder coated.

[11:06:04 AM](#) Chairman Hancock said the two they are looking at is PJ Trailers or Riverside Boot & Saddle. One is twenty feet the other is twenty five. The one with Riverside is a little better trailer. Mitch said the powder coating is good for them because chemicals tend to get splashed onto the trailer and that eats the paint.

[11:07:15 AM](#) **Motion by Commissioner Clark to approve purchase of trailer for Weed Department for \$11,500 from Riverside Boot & Saddle. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

[11:08:01 AM](#) Chairman Hancock said the one from Riverside is a heavier duty trailer.

EXTENSION OFFICE – LORIE DYE

- **UNIVERSITY OF IDAHO CONTRACT – (ACTION ITEM)**

[11:10:10 AM](#) Lorie said that she is fortunate after three months to be here. University of Idaho has been around for 100 year. Almost all counties have an extension service. Previously the contract was two paragraphs on the back of the budget. Over the years have been asked for a more detailed contract. This is the first year they took the two paragraphs and turned this into eleven pages. Weston said this came into him through Bonneville County. Had requested the University of Idaho to use this. Want this to be clear this is a service or contribution by the county to the community. As he reviewed this it is very much in line. Have some mixed agencies. What they are proposing is conformity to what is being used. Did have one recommendation to add how they use the kitchen facility and how this is to be done. Wants to make sure they do not have any conflicting issues. Lorie said this was added they book the room with the Clerk's Office and if they have any conflicts they change their dates. It is on page nine where it has this language and goes over who owns what property. Weston said they had some proposed contacts within different offices wants to have the appointment contact be the Commissioners and one was the Clerk.

[11:17:28 AM](#) Lorie said this goes over what the Extension Program is. If they have items that need changed they can do this. Joseph Sagers as well as herself are employees of the University of Idaho. County does pay \$1,500 for her salary that is sent to the University. Their salaries are public information. Operating budget this is going to be \$7,000 off because this does not show the rollover on the vehicles. Has the facility and equipment. In a new office so they have been able to update this. Vehicle use show the VIN numbers. Number four most of this is no discrimination and equal opportunity. If they have any problem they have risk management. Page six is for the signatures need all three commissioners. Next is the same budget they send to the University and they have a \$7,000 difference on capital rollover. Only have to seal one page this year. Also have sharing of space and who owns what. University pays for her and Joseph as well as technology. Nothing is different with what they do. Take research based information out to the county. The 4-H program is the youth program. Weston appreciates the first page because it gives background where the statutes are not very clear. Have done a good job pulling this together on why this exists.

[11:24:09 AM](#) Chairman Hancock said they have been approving this each year. Weston said this contract is new the concept is the same.

[11:24:34 AM](#) **Motion by Commissioner Young to approve the cooperative agreement with Jefferson County and the University of Idaho Extension Program. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

PLANNING & ZONING – KEVIN HATHAWAY – JENNY KERR

- **UPDATE – CANCELLED**
- **PROFESSIONAL SERVICE AGREEMENT - IMPACT FEE AND CAPITAL IMPROVEMENT PLAN UPDATE - BBC CONSULTING – (ACTION ITEM)**

[11:28:05 AM](#) Jenny said they have a professional service agreement. Weston said they do not have everything he would like to see in this. Did make this more uniformed. Looks like they filled in the blanks and that nothing else has changed. They approved the relationship with BBC but not the agreement.

[11:29:37 AM](#) **Motion by Commissioner Young to approve the professional service agreement for \$15,000 with BBC Research & Consulting. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

HUMAN RESOURCES – REBECCA SQUIRES

- **DEPARTMENT HEAD STEP INCREASES – (ACTION ITEM)**

[11:33:57 AM](#) Rebecca said they need to get those items that require commissioner approval signed off on. First one is for department head increases. Employee numbers are written in red. Do not have one turned in yet for Public Defender or Parks & Recreation these have not come in.

[11:34:54 AM](#) **Motion by Commissioner Young to approve step increase for employee #631 from a grade thirteen step seven to a grade thirteen step eight. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

[11:36:05 AM](#) **Motion by Commissioner Young to approve step increase for employee #46 from a grade nine step twelve to a grade nine step thirteen. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

[11:36:28 AM](#) **Motion by Commissioner Young to approve step increase for employee #724 from a grade ten step four to a grade ten step five. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

[11:36:46 AM](#) **Motion by Commissioner Young to approve step increase for employee #433 from a grade nine step seven to a grade nine step eight. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

[11:37:28 AM](#) **Motion by Commissioner Young to approve step increase for employee #650 grade nine step three to grade nine step four. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

- **POSITION REGRADES – (ACTION ITEM)**
- **PERSONNEL ACTIONS – (ACTION ITEM)**

[11:38:21 AM](#) Rebecca has regrades for positions in the Assessor's office. Have motor vehicle clerks that are graded at a two and is looking to increase this to a grade three. Provides job description on this position. Jessica said the Sheriff's Office licensing clerks are a grade three. They need a lot of information and feels they fit better in a grade three. Chairman Hancock asked if Rebecca thought this was inline. Rebecca believes this is and fits the job description. Commissioner Clark asked if this affects the budget. Jessica said she already budgeted for this.

[11:40:24 AM](#) **Motion by Commissioner Clark to approve the regrading of the motor vehicle clerk position from a grade two to a grade three. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

[11:41:40 AM](#) Rebecca provides the assessors personnel action forms. Doing this will also move them from thirty-five to forty hours a week. Chairman Hancock said a grade change and an hourly schedule change.

[11:41:42 AM](#) **Motion by Commissioner Clark to approve position regrade from a two to a three and will go from a thirty-five hour week to a forty hour week for employee #610. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

[11:42:44 AM](#) **Motion by Commissioner Clark to approve position regrade from a two to a three and will go from a thirty-five hour week to a forty hour week for employee #675. Second by Commissioner. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

[11:43:12 AM](#) **Motion by Commissioner Clark to approve position regrade from a two to a three and will go from a thirty-five hour week to a forty hour week for employee #776. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

[11:43:47 AM](#) Rebecca said then they have the motor vehicle supervisor and is requesting this move from a grade six to a grade seven. Jessica said they added more clerks that this person supervises. Supervisors in other departments within the county are a grade seven. Rebecca thinks this is good and in line with the job description.

[11:45:19 AM](#) **Motion by Commissioner Clark to approve regrade of the motor vehicle supervisor position from a grade six to a grade seven. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

[11:45:52 AM](#) **Motion by Commissioner Young to approve position regrade for employee #186 from grade six to a grade seven and will move from thirty-five hours to forty hours. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

[11:46:29 AM](#) Rebecca said next they have a regrade for the chief deputy assessor. Jessica said this person moved from being an appraiser to this position which requires a higher end of knowledge. Takes on duties when she is out of the office. Looking at a change from a grade four to a grade five. Other office managers within the county are at five or six. Rebecca said her only comment is this is the Assessor's call but still may be a little low for this position.

[11:47:37 AM](#) **Motion by Commissioner Clark to regrade the chief deputy assessor position from a grade four to a grade five. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

[11:48:05 AM](#) **Motion by Commissioner Clark to approve position regrade for employee #374 from a grade four to a grade five. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

[11:48:29 AM](#) Rebecca said last one for the Assessor's office. This is deputy assessor deed processor will change this from a grade two to a grade three. Jessica said this position will be certifying as a national mapper. Get the same as an appraiser trainee then will move up once she is certified. Has been taking on mapping work as well as deed processing.

[11:49:25 AM](#) **Motion by Commissioner Young to approve grade change for deputy assessor deed processor from a grade two to a grade three. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

[11:49:57 AM](#) **Motion by Commissioner Young to approve position regrade for employee #744 change from grade two step five to grade three step four. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

[11:50:42 AM](#) Rebecca said next they have a regrade for the Treasurer for the deputy treasure from a grade three to a grade four. Kristine said this is in line with what they did last year. Last year they had to fit them into the step & grade and could only do so much. Felt they were being conservative. It is a small department so they have to be cross trained in everything. Chairman Hancock asked Rebecca for any comments. Rebecca said she easily supports this.

[11:52:06 AM](#) **Motion by Commissioner Clark to move deputy treasurer from grade three to grade four. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

[11:52:30 AM](#) **Motion by Commissioner Clark to regrade employee #630 from a grade three step four to grade four step two. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

[11:53:07 AM](#) **Motion by Commissioner Clark to approve regrade for employee #336 from a grade three step sixteen to grade four step thirteen. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

[11:54:18 AM](#) Rebecca said the last is for a 4-H assistant. It is an extensive and diverse role. They are responsible for running the programs. Suggested to change this to a grade three. Is a part-time position so it works to the budgeted amount each year.

[11:55:00 AM](#) **Motion by Commissioner Young to move 4-H program assistant from a grade two to a grade three. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

[11:55:36 AM](#) **Motion by Commissioner Young for employee #390 will move them from a grade two step one to a grade three step one. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

[11:56:06 AM](#) Rebecca said in the Planning & Zoning department they have an employee that has not been here for a full calendar year. They have to be here for an entire calendar year before they get the first step increase. Have an individual that was hired in May was hired with strong qualifications but was hired at a step one. They are not eligible for a step increase this year however the administrator has requested they receive a step increase because they could have hired at a higher step if they had the budget. Chairman Hancock said he had a note from Kevin on this. Hired an individual to replace someone and this individual is doing more than the previous individual. Should be a regrade. Individual came with a bachelor's degree and is becoming an important part of the office. This is something he would like to move two steps. Commissioner Young said he should be moving grades. Rebecca said they have had discussions on this. The grade is tied to the job description. May need to regrade this. Step is the individuals' proficiency. Supports a grade increase which is appropriate for but was not budgeted for had budgeted for step increases not grade increases. Chairman Hancock said budgeted for two steps. Rebecca said may want to have them get the certifications this year and would regrade this position next year. Rebecca said this form only shows one step for now even though he budgeted for two steps. Colleen believes that was after they passed some tests and was certified.

[12:00:34 PM](#) **Motion by Commissioner Young to approve position regrade for employee #787 from grade two step one to a step two. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

- **EXECUTIVE SESSION 74-206 (B) – PERSONNEL – NOT NEEDED**

[12:02:27 PM](#) Rebecca said there was an executive added in case it was needed. But they do not have any need for this. Commissioner Clark asked on the sheets if they found the mistakes. Rebecca said that it was on the spreadsheet it was rounded three decimal places and not two decimal places. Can make a difference of about \$15 to \$16. Depends how they do the math they get a different number. Working on this correction.

EMERGENCY MANAGEMENT – REBECCA SQUIRES

- **2019 EMERGENCY MANAGEMENT PERFORMANCE GRANT – (ACTION ITEM)**

[12:03:04 PM](#) Rebecca said this grant is revenue positive. This is the 2019 emergency management performance grant and is for keeping everything going in the office. Contribution is around \$23,000 and the state matches up to that amount.

[12:03:37 PM](#) **Motion by Commissioner Clark to approve the 2019 Emergency Management Performance Grant \$23,787 and match for \$23,787 for a total of \$47,574. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

[12:05:23 PM](#) Deputy Prosecutor Weston Davis left room

[12:05:59 PM](#) Recess

Open session 12:13

IT- GARN HERRICK

- **GIS EQUIPMENT PURCHASE – PLOTTER – (ACTION ITEM)**

[12:05:59 PM](#) Garn is here they have a plotter for the GIS office. Is becoming less reliable it is seven years old. Been through numerous print heads. Bonneville Blue Print came out and suggested a new one for them. Same size of paper and will load from the front. Has a Copy feature. It is not just a printer anymore. Very similar to the one in the Clerk's Office. Will take half from his budget and half from Emergency Management so they can still support making maps. Sherri would like to have one that is reliable. Sherri said this is seven years old. They came out to do an update it made them realize this will not continue on for very long. Colleen said this is similar to the one they have and it works well. Garn said the colors are not printing correctly. Is more calibration issue this time were able to make it work temporarily. Chairman Hancock said they only will give them \$500. Garn said it is a courteous \$500 they say no one will want to buy this. Chairman Hancock asked if they checked other dealers. Garn said they are the only authorized agents in this area. Chairman Hancock said they need to make sure where they are looking at a sole source. Have they asked what the prices are in other areas? Garn did not investigate this. Chairman Hancock would rather they do some more research. Could approve this on the condition that they do some research to see if they can match this.

[12:08:59 PM](#) **Motion by Commissioner Clark to approve the GIS Plotter HP T2600 36' Post Script Printer Dual Roll printer not to exceed \$10,095. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

COMMISSIONERS

- **ALCOHOLIC BEVERAGE LICENSES – (ACTION ITEM)**

- **HUNTERS HAVEN BAR - MOUNTAIN RIVER ENTERTAINMENT - THE OLD RIRIE BAR**

[12:09:49 PM](#) Chairman Hancock said they have licenses for Hunters Haven Bar, Mountain River Entertainment and The Old Ririe Bar.

[12:10:59 PM](#) **Motion by Commissioner Clark to approve alcoholic beverage licenses for Hunters Haven Bar, Mountain River Entertainment and The Old Ririe Bar. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

- **APPROVE LEVY RATES – (ACTION ITEM)**

[12:11:09 PM](#) Colleen provides last year levy rates and the amounts they have gone down. **(Exhibit A)** The other sheet is the actual L-1 that is sent to the State Tax Commission. Need to certify these then see if the State Tax Commission finds any issues. The L-2 is the form they calculate the levies. These were submitted on Friday and will send this off today.

[12:12:59 PM](#) Chairman Hancock asked on the rates for the school district thought the bonds stayed the same percentage. Colleen said this may be the length of the bond. To get these they take their budget and divide this by the value of the county which changes every year. All are well under the statutory limits. Some of these are based on districts. They have to include those that are joint districts. On TORT they do not have any limit. Chairman Hancock said schools do not have a limit because they have bonds. Then they have operational costs. Colleen said they also have Urban Renewal for #251. Commissioner Clark asked on Flood Control #1 is there a dollar amount. Colleen said they are levying more dollar amount because this went down. Chairman Hancock said they need to certify these levy rates.

[12:15:43 PM](#) **Motion by Commissioner Clark to certify County levy rates for 2019 from L-1 sheet. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

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

[12:16:59 PM](#) **Motion by Commissioner Clark to approve commissioner meeting minutes from August 26, 2019 with noted changes. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

[12:17:50 PM](#) Recess

Open session 12:44

PUBLIC WORKS – DAVE WALRATH

- **UPDATE**

[12:44:20 PM](#) Dave said they had been out for the Circular Butte for their inspections. Paperwork was impeccable. Ted had went out and picked garbage yesterday. Believes they will receive a positive review from DEQ. Mentioned they may be able to request to not have to do water monitoring. Will be making this request. This would save them. Chairman Hancock said to make this request. Dave said they should not be too far on getting cell two ready. Had Hazardous Household Waste on Friday. It was busy had seventy-four cars this year. Double the amount they had previous years. Will go back to two days at County Line in November. Are starting to run out of space with their brush. Have contacted Bonneville they will plan on coming out to chip this. Have been doing mortality composting for about six months. Long-term goal is to do fifty percent of the animals. Get a lot out there with the feedlots in the area. Long term get bio solids from City of Rigby and City of Rexburg. Would like to incorporate this into the mortality composting. Mentioned this to DEQ today. Weather is supposed to go south on them. Cold weather does not affect them but the moisture does. Down on their crew. Chairman Hancock asked if they will be able to do the parking lot and 500 N. Very aware of what the weather is doing. Dave is going to Boise for IACERS planning meeting. Picking up some other board members in Pocatello.

[12:50:19 PM](#) Chairman Hancock asked on the truck that had an accident did they had any damage. Dave said they had a driver encounter a distribution line in the back of the truck. Never did kill the power it was live the whole time. Left everything where this was and made an emergency call to Rocky Mountain Power and a field guy came right over. Concern was the health of the driver but now is the truck bearing seals so Brock is checking this out. Chairman Hancock asked why they did not back up. Dave was not there. Could hear this. It was wrapped around the truck pretty good. Could have been a lot worse. On the chip seals been putting the green cones out as a reminder for when they lift their beds. Will see what kind of damage they find. Will file an insurance claim with ICRMP. Have been staying busy. Chairman Hancock asked if they got the transport truck. Dave said they are supposed to start the dump body assembly this week. Chairman Hancock asked the funding on this. Dave said they are fine. May have the durapatcher invoiced in this year's budget. Chairman Hancock said either one of the two needs to be invoiced by the end of the month. Dave said the transport is parked over there. Is a nice truck. Kerry is getting the radio in and decals put in.

[12:54:27 PM](#) Dave has a purchase order he needs a signature on for the crack sealant. This is more cost effective to buy the sealant and then have the contractor apply this. Chairman Hancock asked why they do not do this. Dave said they do not have the equipment for this. Some cities do this themselves. Have to have routers. Chairman Hancock said this is part of the regular materials. Dave said they have a mess over there from D.L. Beck because they messed the drainage up so they have a big pond. Knows the City of Rigby is really frustrated. Looked like they were doing more pressure testing last week thinks this failed the first time. Been bringing in water to do the testing instead of using canal water. This is a drinking water line. Chairman Hancock said they found out they contaminated the pipes so they had to chlorinate the lines. Dave asked on the church. Chairman Hancock said the church gave them thirty extra days. Was supposed to be done by the end of September. Dave is unsure if the City of Rigby will want to accept this water line. Chairman Hancock hopes they do and hope they get this done. Dave said they are only about half way on this and it has taken all summer. Not impressed with their flaggers. They are supposed to give themselves an escape route.

[12:58:06 PM](#) Commissioner Clark said Steve Shively called from Mud Lake. Dave said they want the county to participate. Commissioner Clark asked if he had been out to look at what they are doing. Dave said years ago he spoke with their engineer. Commissioner Clark said they wanted a bridge tore out. Not sure it benefits. Wanted them to come out and look at this. Dave spoke with their engineer and told them they have zero interest in participating. They want to replace the bridge with something else. Not sure this benefits them. Commissioner Clark asked if there is any benefit on the roads. Was going to run out this afternoon to see the road since he does not know much about the project. Commissioner Clark said it is changing some pump stations. Has not seen much on this.

[1:01:04 PM](#) Chairman Hancock asked if they are putting tillings on the Egin Hamer Road. Dave said no he has a plan for that road they will use the 100% crush from Western on this road. This should lock in and make a nice road. Chairman Hancock asked if this would make good BST. Dave said this crush should stay on there. Chairman Hancock said it gets a lot of truck traffic. Dave is not sure it warrants paving this yet. Chairman Hancock said they have done a lot of work. Dave said they have done sixty-two miles. Chairman Hancock said that is a lot of work. Asked on the gate. Dave said it is working well they just have no fence. Keep getting told they will get their fence.

[1:08:42 PM](#) **Motion by Commissioner Clark to adjourn at 1:08. Second by Commissioner Young. All in favor – aye. Motion passed.**

Chairman of the Board

Date

Clerk of the Board

Date

County Clerk

Date