

BOISE COUNTY BOARD OF COMMISSIONERS  
TUESDAY, FEBRUARY 12<sup>TH</sup>, 2013  
BOISE COUNTY COMMISSIONER'S ROOM  
**OFFICIAL MEETING MINUTES**

**Present:** Chair Balding, Commissioners Anderson and Wilkins and Clerk Prisco.

Chair Balding called the meeting to order at 9:00 a.m. and the Pledge of Allegiance was recited.

**COMMISSIONER DISCUSSION/COMMITTEE REPORTS:** Chair Balding stated that all Commissioners attended the IAC Mid-Winter Conference last week. Legislative issues addressed at the meeting included: personal property taxes and State-wide health insurance.

Commissioner Wilkins provided the Commission with a flyer for The Springs (Hot Springs Resort at Idaho City) and Commissioner Anderson provided a copy of the Eagle Informer, a publication which includes an article on The Springs.

Commissioner Anderson discussed information on a Wyoming legal case that came out of the Public Lands Committee. Commissioner Anderson stated that she attended a Payette River Scenic By-Way Advisory Committee meeting last week where several projects were discussed, including: reorganization, the highway corridor management and Payette River plans.

**AMENDMENTS TO THE AGENDA:** There were no amendments to the agenda.

**MINUTES:** Commissioner Anderson made a MOTION to approve the official minutes of the February 1<sup>st</sup>, 2013 Commissioner meeting. Chair Balding SECONDED. All ayes; motion passed.

**DEPARTMENTAL ISSUES:** Rora Canody, Interim P&Z Administrator, stated that she would provide all final billing on the Red Zone Project to the Commission by the February 26<sup>th</sup>, 2013 meeting.

Ms. Canody stated that she has been subpoenaed for an Ada County trial regarding a homeowner who is suing the builder. Ms. Canody's role would be to explain the permitting process.

Prosecutor Gee added that this is an example of where a county employee may be asked, by private counsel, to sign an affidavit and that all of those situations must be brought to the Prosecutor for review prior to the employee agreeing to sign anything. Chair Balding pointed out that the subject should be addressed in the next revision of the personnel policy.

Ms. Canody provided a monthly report of building permit activity for the current fiscal year as well as prior fiscal years' activity.

Treasurer Hutchings presented a tax cancellation, for the City of Boise, on behalf of the Assessor. Commissioner Anderson made a MOTION to approve the tax cancellation for the City of Boise for parcel RP05N02E244800, in the amount of \$9.09. Commissioner Wilkins SECONDED. All ayes; motion passed.

Treasurer Hutchings reported that she would be turning over 222 parcels for title searches, the majority being for Eagle Springs properties, this week.

Clerk Prisco reported the following: 1) electronic files (primarily historical agendas) were discovered to be missing from the server and were required to be restored, from backup tapes, by Computer Arts. 2) Clerk Prisco attended a Judges & Elected Clerks Conference last week which included discussion of the juror selection process and some of the difficulties encountered with juror pools in smaller counties. The Clerk will be spending some time researching statutory requirements and current county processes within the juror system. 3) Clerk Prisco reported on the

workers compensation audit that was conducted last week by the State Insurance Fund. Commissioner Wilkins commented that she was in the office during the audit and Payroll Clerk, Ashlee Julian, did a fantastic job working with the auditor. 4) Clerk Prisco stated that she will be reorganizing her time and the organization of her departments in order to allow a greater focus on the statutory responsibilities of the elected County Clerk. 5) The Clerk's office has been working on a change in the accounting system whereby the Sheriff's Reserve Fund will be converted to a separate department under the Justice Fund. The primary reason for doing so is to provide a higher level of statutory security for the operations of the Sheriffs Reserve Fund. 6) Clerk Prisco spoke with Jim McNall, ICRMP, regarding scheduling a workshop for the Commissioners, on personnel management, sometime in the near future. 7) Clerk Prisco and Chief Deputy Woodstrom will be meeting this week with Wayne Hart, Idaho World Publishing, to develop a relationship and obtain a better understanding of publication costs. 8) As announced at the IAC Conference of last week, the employer and employee PERSI contributions will be increasing effective July 1, 2013. The Clerk's office will be analyzing, in the next few months, what financial effect this change will have in the county's FY 2013 budget and ensuring that employees are aware of how it will affect them. 9) Clerk Prisco reported that the County was successful in obtaining the 5% ICRMP premium discount for FY 2014 through Chief Deputy Woodstrom's administration of the program and the major effort made by the employees, Department Heads and Elected Officials of the county in meeting the training requirements of the program. As an example, she stated that if the premium for FY 2014 is \$180,000, the discount program will result in a \$9,000 reduction in the county's cost.

Commissioner Wilkins presented information to the Board regarding a request for approval of a Solid Waste Department vehicle repair, which could cost up to \$1,800. Commissioner Anderson made a MOTION to approve the repair expenditure for the Solid Waste Department vehicle, a 2001 Ford F350. Commissioner Wilkins SECONDED. All ayes; motion passed.

**CONTRACTS/AGREEMENTS/GRANTS:** The Board discussed the BHS Subgrant Application for Assistance, prepared by John Roberts, Emergency Management Services Coordinator. Commissioner Wilkins made a MOTION to table the grant application for further review and questions of Mr. Roberts. Chair Balding SECONDED. All ayes; motion passed.

**DEMAND WARRANTS:** Commissioner Anderson made a MOTION to pay our first interest payment, of \$29,671.74, to Mellon Bank (Bank of New York Mellon), on Boise County bonds to pay the Alamar debt (refinanced with a bond). Commissioner Wilkins SECONDED. All ayes; motion passed.

Commissioner Wilkins made a MOTION to pay a demand warrant to Boise County Weed Department for reimbursement of Mike Bottoms and Kari Allred salary/benefits for ARRA, in the amount of \$328.80. Commissioner Anderson SECONDED. All ayes; motion passed.

Commissioner Wilkins made a MOTION to pay a demand warrant to Holladay Engineering Co., \$7,446.32, for design engineering costs on the Crouch Bridge. Chair Balding SECONDED. All ayes; motion passed.

Commissioner Anderson made a MOTION to pay a demand warrant to J-U-B Engineering, Inc., \$2,650.00, for grant administration on the EBCAD Ambulance building. Chair Balding SECONDED. All ayes; motion passed.

A MOTION was made and SECONDED to pay a demand warrant to The Riverside Hotel, \$524.79, for elected official expenses associated with the IAC Mid-Winter Conference. Following discussion of the item, the MOTION and SECOND were withdrawn. Revised vouchers will be presented for consideration at the meeting of February 19<sup>th</sup>, 2013.

**INDIGENT:** Chair Balding made a MOTION to go into executive session under I.C. 67-2345(1)(d) and (1)(f) for indigent matters. Commissioner Anderson SECONDED. Roll call vote:

Commissioner Wilkins-aye; Chair Balding-aye; Commissioner Anderson-aye. Motion passed unanimously.

Coming out of executive session, Chair Balding made a MOTION to sign a lien on indigent case 12-12-G and approve indigent cases 12-3-B and 12-7-A. Commissioner Anderson SECONDED. All ayes; motion passed.

**BILLS:** Chair Balding made a MOTION to pay the claims presented today. Commissioners Wilkins SECONDED. All ayes; motion passed.

General Fund	\$	19,970.90	Solid Waste	\$	14,044.18
Road & Bridge	\$	30,742.55	Weeds	\$	287.89
Justice Fund	\$	3,290.38	E911	\$	312.97
EBCA	\$	15,854.20	Snowmobile IC8-A	\$	1,534.72
Indigent	\$	11,465.53	Snowmobile GV8-B	\$	69.07
Revaluation	\$	56.50			

**PA ISSUES:** Chair Balding made a MOTION to go into executive session per I.C. 67-2345(1)(b), under personnel for a presentation from Jennifer Reyment of the State Insurance Fund. Commissioner Anderson SECONDED. Roll call vote: Commissioner Wilkins-aye; Chair Balding-aye; Commissioner Anderson-aye. Motion passed unanimously. Reconvening after executive session, no action taken.

**CONSTITUENT INPUT:** There was no constituent input.

**FOREST SERVICE UPDATE:** Mary Faurot, District Manager with USFS, and Brett Barry, USFS, appeared before the Commission. March 8<sup>th</sup>, 2013 will be Mary's last day as she is taking the District Ranger position in Cascade. Brant Petersen, USFS, will be taking Mary's place as our District Ranger. Nationwide, the Forest Service road maintenance budget has dropped 25% since 2010 and is expected to drop another 25% in the next few years. New road maintenance levels are being proposed for some passenger vehicle roads currently at level 3 maintenance to be reduced to high vehicle clearance level 2 maintenance. This effects approximately 80 miles in Boise County. Reducing maintenance levels or entering into new cooperative maintenance agreements County, are ways to achieve cost savings for the USFS. Mr. Barry provided the Commission with background on what the USFS has done in the area of road maintenance historically and discussed the reduced maintenance proposal further.

**MISCELLANEOUS & CORRESPONDENCE:**

- Clerk Prisco and Deputy Clerk Klingner provided background information on the Sheriff's Vessel Fund's negative position on the Operations in Funds report. The negative position was created by the payroll associated with the three fires of the 2012 summer season and reimbursement receivables still remaining unpaid from the participating agencies. Clerk Prisco consulted with the external auditing firm, Bailey & Co., on the matter as part of the 2012 yearend closing. Also, in developing the financial policy for the county and reviewing previous legal research on the underlying statutes for each of the county's funds, it was determined that the Sheriff's Vessel Fund would have more statutory security if it were a department under the Justice Fund. Once the receivables, related to the fire are received, the fund will be moved in the accounting system.
- Treasurer/Auditor Joint Quarterly Report (1<sup>st</sup> quarter) - Chair Balding made a MOTION to accept the Treasurer/Auditor Joint Quarterly Report, which includes a negative balance for the Sheriff's Reserves Fund due to the fires. Commissioner Wilkins SECONDED. All ayes; motion passed.

- Chair Balding made a MOTION to rescind Resolution 2010-06, a Boise County resolution adjusting county interest on investments and the interest allocation. Commissioner Anderson SECONDED. Roll call vote: Commissioner Wilkins-aye; Chair Balding-aye; Commissioner Anderson-aye. Motion passed unanimously.

**CROUCH RIGHT-OF-WAY ISSUE:** Commissioner Anderson made a MOTION to go into executive session under I.C. 67-2345(1)(c), to discuss a Crouch Bridge right-of-way purchase. Chair Balding SECONDED. Roll call vote: Commissioner Wilkins-aye; Chair Balding-aye; Commissioner Anderson-aye. Motion passed. Coming out of executive session, Chair Balding stated that no action will be taken.

**SNOWMOBILE ORDINANCE 2004-01:** Commissioner Anderson stated that Boise County Ordinance 2004-01, Section 5: Exceptions 3, provides for an exception for All-Terrain-Vehicles aka "4-wheelers" with current snowmobile stickers using the snowmobile trails, has become an issue. The ATV's are doing damage to the trail system which then requires additional work on the part of the county's snow grooming operations. Limited funds are being spent on repairs and shortening the season. Sheriff Roeber suggested a revised ordinance would allow only ATV's with tracks and a snowmobile sticker. The ordinance will be revised prior to the FY 2014 snow grooming season.

**PA ISSUES:** EBCA Memo of Understanding: Prosecutor Gee discussed the background of the document and some of the major points of the draft. There are several areas that require further drafting and decision, including but not limited to: which members of the EBCAD Advisory Board should have voting rights, where and how the liability insurance coverage is structured and which board hears appeals (County or EBCAD boards).

Sheriff's Vessel building easements: Prosecutor Gee presented the status of the building construction bid process and a request from the engineers to move the bid opening to March 5<sup>th</sup>, 2013 at the Commissioners' meeting. The deadline will be changed due to a discrepancy in the snow load on the plans and the Idaho City requirements. The Commission agreed that this will need to be noticed for the change in date without an additional 30 day notice period and written acknowledgment of the addendum. Prosecutor Gee described the status of the easement for the building. Doug Bergey (surveyor) now has all the legal descriptions that he needs to prepare the legal exhibits for the easements. The subject will be on the Idaho City Council meeting agenda for February 25<sup>th</sup>, 2013.

Prosecutor Gee updated the Commission on his progress regarding the ability to amend the FCO's for the Riverfront Estates Subdivision for a clerical error.

Prosecutor Gee addressed I.C. 60-305, regarding the rate to be used for official notices placed in the paper.

Prosecutor Gee addressed the co-operative agreement between the County and the State on the Banks/Lowman Road.

Chair Balding made a MOTION to go into executive session per I.C. 67-2345(1)(b) for personnel; payroll back pay issue. Commissioner Wilkins SECONDED. Roll call vote: Commissioner Wilkins-aye; Chair Balding-aye; Commissioner Anderson-aye. Motion passed unanimously. Coming out of executive session, Commissioner Wilkins made a MOTION that we pay employees owed, as listed, and instruct the Clerk to take the payments from the fund balance of each fund. The motion was AMENDED to include an acknowledgement and waiver for each employee to sign. Chair Balding SECONDED the motion and its amendment. Roll call vote: Commissioner Wilkins-aye; Chair Balding-aye; Commissioner Anderson-aye. Motion passed unanimously.

**FUTURE AGENDA TOPICS:**

- SF Payette Bridge and the reimbursement agreement for the 7.34% match.
- Potential need for an interest earnings allocation to the E911 Fund.

- Sheriff's Vessel building construction bids - opening date to be set for March 5<sup>th</sup>, 2013.

Without objection, the meeting was adjourned until a special meeting at 10:00 a.m., Friday, February 15<sup>th</sup>, 2013 at the Miner's Exchange, Commissioners' room.

Approved this 19<sup>th</sup> day of February, 2013.

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**BARBARA M. BALDING**, Chair  
Boise County Board of Commissioners

**Attest:**

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MARY T. PRISCO, Clerk to the Board