

BOISE COUNTY BOARD OF COMMISSIONERS
MONDAY, MARCH 31ST, 2014
BOISE COUNTY PUBLIC SAFETY BUILDING
3851 HWY 21, IDAHO CITY
OFFICIAL MEETING MINUTES

In attendance: Chair Wilkins; Commissioner Balding; Clerk Prisco, Chief Administrator Woodstrom, and Commissioner Anderson (joined the meeting later in the morning - 10:50 am). Sheriff Roeber, Rora Canody, Assessor Adamson, Treasurer Hutchings, Coroner Garlock, Paul Rekow, Kari Allred, Prosecutor Gee, Valerie Delyea, Bill Jones, Chuck Morgan and John Roberts.

Chair Wilkins called the meeting to order at 9:41 a.m. and the pledge was recited.

DEPARTMENT HEADS/ELECTED OFFICIALS MONTHLY MEETING: Sheriff Roeber gave a presentation/training – for “field” personnel to spot illegal drug activity. Sheriff Roeber stated he will be doing trainings around the county for other employees.

Clerk Prisco spoke about payroll and gave everyone a copy of the County timesheet. Clerk Prisco pointed out the instructions at the bottom of the sheet (1 & 3). Sheriff Roeber stated that the Clerk has addressed his issue. Prosecutor Gee stated that this needs to be addressed in the personnel policy. Sheriff Roeber asked about credit cards and inventory limits. Rora Canody gave a UDO meetings update and spoke about property posting (Road Department Superintendent, Bill Jones, stated he would help). Assessor Adamson stated his department is finishing the value packages for assessments and that he is interviewing for an open position. Treasurer Hutching stated she hired a new part-time employee and she is working on pending issues. Solid Waste/Noxious Weeds (Paul Rekow) stated that they have advertised for the transfer station addition. Prosecutor Gee spoke about a criminal case that he is working on. The Board approved, in lieu of hiring a new administrator for P&Z, the hiring of Lauren McConnell and that she is to be shared between P&Z and the Prosecutor’s office. Prosecutor Gee stated he is resigning and following Idaho Code requirement, the Board could appoint him to finish out his elected term. Clerk Prisco stated she is sending out letters to the taxing districts in preparation of the upcoming budgets. Community Justice Administrator, Valarie Delyea, gave an update on the remodeling of the new Community Justice building. Emergency Management Services Coordinator, John Roberts, spoke about installing of generators and response training in Garden Valley. Road Department Superintendent, Bill Jones, gave an update on maintenance on Arrow Rock Road update. Mr. Jones stated the maintenance is almost complete and he will check it out today to make sure all is done. Commissioner Balding spoke about the Lincoln’s Day event on Saturday. Commissioner Anderson asked about an avalanche on Arrow Rock Road. Sheriff Roeber stated it was in Elmore County. Commissioner Anderson thanked everyone that applied for RAC funding. Sheriff Roeber stated that he was having issues again with Computer Arts. Commissioner Anderson spoke of the vulnerability of the County software. Assessor Adamson stated that there is a hard-drive going out in a server and it needs to be replaced soon. Assessor Adamson stated that a switch needs to be replaced also.

Chair Wilkins stated that the next Department Head/Elected Officials meeting would be on April 28th, 9:30 am, at the Public Safety building. Chair Wilkins adjourned the meeting until this afternoon.

The Board reconvened at 1:47 p.m. at the Miner's Exchange Building, Commissioner's Chambers.

PA ISSUES: Chair Wilkins MOTIONED to go into executive session per Idaho Code 67-2345(1)(b), personnel. Commissioner Balding SECONDED. Roll call vote: Chair Wilkins-aye; Commissioner Balding-aye; Commissioner Anderson-aye; motion passed unanimously. Coming out of executive session per Idaho Code 67-2345(1)(b), under personnel, Chair Wilkins MOTIONED to approve and sign the office fragrance policy in regards to Planning & Zoning (Department). Commissioner Balding SECONDED. Roll call vote: Chair Wilkins-aye; Commissioner Balding-aye; Commissioner Anderson-aye; motion passed unanimously. Chair Wilkins MOTIONED to approve a letter drafted by the County's Prosecuting Attorney in response to the personnel issue and that we sign as presented. Commissioner Balding SECONDED. Roll call vote: Chair Wilkins-aye; Commissioner Balding-aye; Commissioner Anderson-aye; motion passed unanimously. Chair Wilkins MOTIONED to go into executive session, again, per Idaho Code 67-2345(1)(b), under personnel. Commissioner Balding SECONDED. Roll call vote: Chair Wilkins-aye; Commissioner Balding-aye; Commissioner Anderson-aye; motion passed unanimously. **EMPLOYEE EVALUATIONS:** The Board remained in executive session for this portion of the agenda. Coming out of executive session per Idaho Code 67-2345(1)(b), personnel; the topic of discussion was employee evaluations and that the Board has now completed the evaluations. Chair Wilkins MOTIONED to sign 5 of the 6 performance appraisal forms as presented, with changes and have attached the job description to all of them. Commissioner Anderson SECONDED. Roll call vote: Chair Wilkins-aye; Commissioner Balding-aye; Commissioner Anderson-aye; motion passed unanimously. Commissioner Anderson requested that any comments received from the employees evaluated be copied to all Board members.

With unanimous consent, Chair Wilkins recessed the Board meeting of March 31st, 2014 and to reconvene on April 1st, 2014.

Approved this 22nd day of April, 2014.

VICKI L. WILKINS, Chair
Boise County Board of Commissioners

Attest:

MARY T. PRISCO, Clerk to the Board