

BOISE COUNTY BOARD OF COMMISSIONERS
MONDAY, JUNE 17th, 2013
BOISE COUNTY COMMISSIONER'S ROOM
OFFICIAL MEETING MINUTES

Present: Chair Balding, Commissioners Wilkins and Anderson, Assessor Adamson (briefly) and Chief Administrator Woodstrom.

Chair Balding called the meeting to order at 10:00 a.m.

PRIORITIZATION OF OPEN ITEMS: The Board assembled this meeting to discuss where they are at with open items. Commissioner Anderson spoke about the Board taking all these on, not delegating to departments. Commissioner Anderson stated she would like the items assigned to the separate commissioners.

Assessor Adamson spoke about the exemptions discussion from last week's meeting and stated he would like to hold off for a few weeks as he will not be here tomorrow.

The Board discussed and assigned the following items:

Solid Waste Facility in Horseshoe Bend: The building has been damage by Idaho Waste System staff. The IWS Contract states that they will repair the building. They have not done the repairs so we should have the building repaired and send them the bill. A letter was sent to IWS. Commissioner Wilkins will follow up.

Community Justice Trailer: Are we going to surplus it or tear it down to prepare the area for a new mobile office when we find one. The Board stated that it needs to be advertised as surplus.

Community Justice Clothes Distribution Trailer: This is no longer a County issue. The trailer usage has been given back to the original owner.

Elected Officials and Department Heads Agenda Items: The Board discussed how to address them on the agenda. The Board would like to have the Department Head/Elected Officials monthly meeting separate from the regular agenda. The Board discussed the need to agendize the action items, not just lumped under the Department Head discussion time. The Board discussed to no longer have "Department Head Issues" on the agenda unless a Department Head or Elected Official asks to be on the agenda. The Board stated they would email the Department Heads and Elected Officials on this. It was decided that the Department Head/Elected Officials monthly meetings would be the last Monday of each month from 1 – 3 pm. The Board stated the first meeting would be June 24th at 1 pm and the topic of conversation would be the philosophy of budget.

Chair Balding stated she would like to have an employee meeting, without the Department Heads or Elected Officials, before budget. Chair Balding suggested a meeting on June 27th at the Community Hall in Idaho City from 1 – 3 pm.

County Facilities Alarm Systems and Security: The Board reported that the Building Maintenance employee is working with the company. Commissioner Wilkins will update the Board.

Public Fighting Ordinance: A public hearing is scheduled.

Commissioners Calendar: The Board will discuss this at a later date.

Policy for reduced Fees for Planning and Zoning: The Board stated that PA Gee is working on this. Commissioner Wilkins will update the Board.

Payroll Additions/Changes Policy: The Board discussed their request that Job Descriptions be attached to the payroll request and stated that the Departments are doing this now. The Board discussed that a memo needs to go to the Department Heads and Elected Officials. Chair Balding will send a reminder.

Completion of Job Descriptions: This is for Department Heads that are directly under the BOCC Supervision. The Board stated that they have completed the process of getting current job

descriptions. Commissioner Wilkins stated she will continue to update the Board. Chair Balding asked why they can't have all job descriptions. The Board requested a complete set. The Board stated that they need to approve the job descriptions. Commissioner Wilkins stated she will work on this.

Patent for the County Name and Seal: Commissioner Anderson spoke about getting a patent for the County Seal and Name. Commissioner Anderson stated that it is considered a trademark and that the cost to file is \$30. The Board stated that Commissioner Anderson should move forward.

Mores Creek Ambulance Building: The burned out building is still there. Does it need to be removed and the area cleaned up? The Board discussed what to do with the property as the building is salvageable. It has a well and septic and was assessed at \$42,000. Chair Balding stated she will contact a realtor to get an appraisal.

Accident Reporting Policy: Changes that have been made need further discussion. Commissioners Anderson and Wilkins will work on together on this.

Personnel Policy Changes: The Board discussed the cap on vacations and that the full amounts are now showing on the employee paystub. The Board further stated that anything leftover 160 hours, at the end of the year, will be lost by the employee. The Board discussed compensation time and that they want to change it to be overtime and paid as that. The Board asked, should the part-time employees receive part-time benefits? What about temporary employee vs permanent employees? Do any changes need to be made in the Bereavement section? Commissioner Anderson asked that Commissioner Wilkins follow up on the most current changes that were made on the updated policy.

Crouch Bridge Status: Commissioner Anderson is working on this.

Comp Time Issue: The Board will address this during the Department Head/Elected Official meeting.

Red Zone Computers: The Board discussed the contract and that PA Gee and John Roberts were working on it. Commissioner Anderson stated she will update the Board.

Mass Gathering Ordinance: Rewrite/Amend? The Board stated that they have requested a draft by the end of July.

County Logo on all County Vehicles: The Board stated that all county vehicles, except Law Enforcement, need to have one for identification. Commissioner Wilkins will follow up.

Workman's Compensation: The Board stated the audit went badly, that rates increased. The Board would like input from the Clerk. Commissioner Wilkins will follow up.

Planning and Zoning Vehicle: to fix or not to fix. The Board stated to put better tires on it and drive it until it drops.

Chief Deputy Coroner: Notes from the meeting on February 20th, 2013 were discussed. Prosecutor Gee is working on a document / waiver for compensation. The Board discussed whether that person is a contractor or employee. Chair Balding stated that she researched this and that the person should be an employee rather than a contractor. Chair Balding stated she would follow up with Clerk.

Records/Surplus: Destruction of old records and surplus. This item will be discussed at the Department Head/Elected Official meeting.

Old Library Building: Sell it or use it for something other than storage. The Board stated that this should be part of a building committee discussion. Commissioner Wilkins stated that there is interest in the building but not by any county entity. Commissioner Anderson stated that EBCAD has interest. The Board stated this will need to be discussed with the Elected Officials. This issue should be put under the Building Committee.

Safety Committee: to have or not. Commissioners Anderson and Wilkins will work on this

together.

Building Committee: to have or not. Commissioner Wilkins stated that Sheriff Roeber should be involved on this.

Employment Termination for Persi: The draft Termination and Reinstatement Letter for PERSI Reasons to Board Satisfaction was discussed. Commissioner Anderson will discuss this with the Clerk.

Terminated Employee Vehicles and Equipment: The Board discussed the issue of Employees who are terminated for PERSI compliance, why do they still have all the equipment and vehicles if technically they have been terminated. The Board discussed that all property belonging to Boise County, issued to said employees, should be returned to Boise County upon date of termination. Commissioner Wilkins stated that she has issues with this. This issue should be added to the PERSI draft letters section.

Snowmobile Trail Protection Ordinance: The Board is working on it. Commissioner Anderson will follow up on this.

Boise County/ITD Park-n-Ski Plowing MOU: Commissioner Anderson will check with Prosecutor Gee on this.

Latecomers Agreement w/Eagle Springs Ranch: This is a Memorandum of Understanding with the developer. Commissioner Anderson will follow up with Prosecutor Gee.

Management of Specific Roads of Mutual Interest MOU: The Board did not discuss this item.

Non-medical Indigent Support Policy: The Commissioners and Deputy Clerk Loya are working on the policy and resolution.

Sheriff Reserves – review of roster and policy: These items need to be sent to the Board.

Schedule quarterly meetings w/Department Heads: The Board agreed to the last Monday of the month.

Establish BOE monthly reports/action: (acting as executive body) The Board decided to have this listed on the last meeting of each month, 4:30 pm timeslot.

Below are additional items of discussion to add to the report:

Toll roads – Commissioner Anderson will follow up.

GIS – The Board is requesting an update. Commissioner Anderson will follow up on this.

Request For Proposal for Auditor- Chair Balding will contact the Clerk.

A list for the Prosecutor

Infection Control – Commissioner Anderson will follow up.

Lifeflight paid by the County for the Employees – Chair Balding would like that put back in place.

Commissioner Wilkins made a MOTION to adjourn the meeting until tomorrow, June 18th, 2013.

Chair Balding SECONDED. All ayes; motion passed.

Approved this 25th day of June, 2013.

BARBARA M. BALDING, Chair
Boise County Board of Commissioners

Attest:

MARY T. PRISCO, Clerk to the Board