

BOISE COUNTY BOARD OF COMMISSIONERS
TUESDAY, JUNE 24th, 2014
BOISE COUNTY COMMISSIONER'S ROOM
OFFICIAL MEETING MINUTES

In attendance: Chair Wilkins, Commissioners Balding and Commissioner Anderson, Clerk Prisco, Chief Administrator Woodstrom, Prosecutor Gee, Assessor Adamson.

COMMISSIONER DISCUSSION/COMMITTEE REPORTS: Commissioner Anderson stated that she delivered the payment to Pioneer Title for work associated with right-of-way transactions on the South Fork Payette Bridge.

Commissioner Anderson stated she is working with Bill Jones, R&B Superintendent, on the Transportation Plan.

Chair Wilkins attended the Idaho Rally ride along.

Commissioner Balding discussed an admin line item in the Commissioner budget and that the Board needed to discuss what that position would entail (hours, job description).

Commissioner Anderson asked for direction, from the Board, regarding a bridge that is part of the Forest Service and the snowmobile grooming program. Clerk Prisco inquired about the snow groomers budgets and stated that she will carry forward last year's budget figures, at this time.

CONSTITUENT INPUT: Jayne Reed, Garden Valley, had comments as a follow-up on her comments from last week's Board meeting, regarding the Idaho Rally.

AMENDMENTS TO THE AGENDA: Commissioner Anderson MOTIONED, due to confusion on the agenda and the timeliness of having a guest, that we move the Tech Request For Quotation discussion into the Contracts/Agreements/Grants time, after department issues, and continue to have the 3:15 item on the agenda and change that to contracts, if we delay signing a contract. Chair Wilkins SECONDED. Roll call vote: Chair Wilkins – aye; Chair Balding – aye; Commissioner Anderson – aye, motion passed unanimously.

MINUTES: Chair Wilkins MOTIONED to approve the Boise County Board of Commissioners minutes, for Monday, May 12th, 2014, as corrected and presented. Commissioner Balding SECONDED. All ayes; motion passed unanimously.

Minutes of the May 13th, 2014, meeting were presented and then tabled for changes.

Chair Wilkins MOTIONED to approve the minutes for Friday, May 16th, 2014, as presented.

Commissioner Balding SECONDED. All ayes, motion passed unanimously.

Minutes of the May 27th, 2014, meeting were presented and then tabled for additions from Clerk Prisco and Commissioner Anderson.

Chair Wilkins MOTIONED to approve the minutes for the Tuesday, June 3rd, 2014. Commissioner Balding SECONDED. Chair Wilkins RECINDED her motion and the Clerk will make an addition.

Chair Wilkins MOTIONED to approve the minutes of Monday, June 9th, 2014, with the correction to Commissioners Discussion/Committee Reports to include overpayment for the Crouch Bridge and discussions on documenting the match, as presented by Commissioner Anderson and the remaining minutes to stand. Commissioner Balding SECONDED. Commissioner Anderson discussed her concern over the language regarding the bid openings. In favor: Chair Wilkins and Commissioner Balding. Opposed: Commissioner Anderson, motion passed.

Chair Wilkins MOTIONED to approve the minutes for Friday, May 23rd, 2014, as presented.

Commissioner Balding SECONDED. All ayes, motion passed unanimously.

Chair Wilkins MOTIONED to approve the Tuesday, June 3rd, 2014, minutes, as revised.

Commissioner Balding SECONDED. In favor: Chair Wilkins and Commissioner Balding. Opposed: Commissioner Anderson, motion carried.

Chair Wilkins MOTIONED to approve the minutes from Monday, June 9th, 2014, as revised and presented. Commissioner Balding SECONDED. In favor: Chair Wilkins and Commissioner Balding. Opposed: Commissioner Anderson, motion passed.

DEPARTMENTAL ISSUES: Emergency Management Services – Red Zone Agreement discussion: John Roberts presented a Security Agreement draft document and discussed it with the Board. Burn Ban Ordinance discussion: Mr. Roberts discussed the draft ordinance with the Board. Esthetic Evolution event: Mr. Roberts reported to the Board that Life Flight had to go there 6 times on Saturday evening.

Community Justice vehicle purchase: Valarie Delyea, Community Justice Administrator, discussed the purchase, including which budget appropriation the funds would come from. Chair Wilkins MOTIONED to approve the Peterson Chevrolet invoice, for the purchase of a new vehicle for Community Justice, in the amount of \$23,358.00, to come out of fund #06-54, account number 0806-0000. Commissioner Anderson SECONDED. Roll call vote: Chair Wilkins – aye; Chair Balding – aye; Commissioner Anderson – aye, motion passed unanimously.

Chair Wilkins MOTIONED that Ms. Delyea work with Clerk Prisco and Bill Jones (Road Dept), to surplus the existing Community Justice vehicle, for Mr. Jones to dispose of at his surplus sale, with the proceeds to be split between the two departments. Commissioner Balding SECONDED. All ayes, motion passed unanimously.

IDJC mini grant: Ms. Delyea presented the grant information to the Board. Chair Wilkins MOTIONED to approve and sign the paperwork, for the IDJC grant, with possible up to \$1,500 for county, for project period starting July 1, 2014, and through September 30, 2014, with the County doing a 10% match, for the computer. Commissioner Balding SECONDED. All ayes, motion passed unanimously. Benchmark Subcontract Letter: Ms. Delyea discussed the letter with the Board. Ms. Delyea stated the IDJC grant was received, for an officer at 20 hours per week, at the high school and it starts July 1st.

P&Z vehicle purchase consideration: Commissioner Anderson updated the Board on the status of this vehicle.

The Clerk's Office updated the Board on the ongoing records retention/destruction project. Clerk Prisco stated that the County received the PILT funds, in the amount of \$391,157, and a resolution will need to be drafted.

Road Department: Bill Jones spoke about the chip seal project at Davies Bridge and that the County would be reimbursed.

CONTRACTS/AGREEMENTS/GRANTS: Commissioner Anderson MOTIONED to approve Change Order #7, for the Southfork Payette River Bridge, Boise County, bridge number 26650, with Wadworth Construction, in the amount of \$1,000 estimated increase. Chair Wilkins SECONDED. All ayes, motion passed unanimously.

Maxine's Mules contract and Allred contract: Tabled until next week.

Clerk Prisco presented information to the Board regarding a project with Integra (Paperless Solutions). Chair Wilkins MOTIONED to sign the Integra terms and conditions, for services, with Addendum A, with setting standard prices for conversion services, also attached is the Integra Scope of Work with the added wording under billing instructions, as provided by Prosecutor Gee and initialed by Clerk Prisco and Chair Wilkins. Commissioner Balding SECONDED. Roll call vote: Chair Wilkins – aye; Chair Balding – aye; Commissioner Anderson – aye, motion passed unanimously.

DEMAND WARRANTS: None.

INDIGENT: Chair Wilkins MOTIONED to go into executive session per I.C. 67-2345(1)(d), for indigency, to discuss case #13-05-D. Commissioner Anderson SECONDED. Roll call vote: Chair Wilkins – aye; Chair Balding – aye; Commissioner Anderson – aye, motion passed unanimously. Coming out of executive session for I.C. 67-2345(1)(d), Chair Wilkins MOTIONED to approve the amended application to correct the provider and the correct amount. Commissioner Balding SECONDED. All ayes; motion passed unanimously.

PA ISSUES: Walcom road issue: Prosecutor Gee provided a copy of the letter that was sent to the Walcoms last year. The new letter will be drafted by Prosecutor Gee for the Board’s review and signature.

Letter on Arrow Rock Road – Prosecutor drafted a letter but the Board received a reply from a previous letter, so need to revisit.

Baldwin issue update: Prosecutor Gee gave an update on the issue, comments to be received from the Assessor’s Office on the matter, item to be tabled until 7/1/14 meeting. Prosecutor Gee will draft a letter to Mr. Baldwin in preparation for the meeting.

Northridge at Terrace Lakes matter: Prosecutor Gee provided an opinion letter (prepared by Prosecutor Gee) to the Board members for their review. Prosecutor Gee provided status of memo from Moore, Smith, Buxton and Turcke (not received yet).

Chair Wilkins MOTIONED to go into executive session per I.C. 67-2345(1)(f), pending litigation, and 67-2345(1)(b), under 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 I.C. 67-2345(1)(f), under pending litigation, update and discussion, no decisions were made; and under I.C. 67-2345(1)(b), under personnel, an update was provided to the Board and no decisions were made by the Board.

DISHION ENTERPRISES: Mr. Dishion handed out a report for the month of May, 2014. The Board requested that he give them more information on tracking of parolees.

INTERNAL CONTROL POLICY: The Board discussed a draft “Internal Control Policy” document that was drafted by Commissioner Anderson.

PROCUREMENT CARD POLICY: Clerk Prisco spoke about her thoughts on the policy and discussed Bank of America’s commitment to send a template, which has not been received.

Chair Wilkins MOTIONED to no longer be the chair and nominate Commissioner Anderson to fill the chair position. The MOTION died for lack of a SECOND.

PURCHASING POLICY: Chair Wilkins MOTIONED to approve Boise County resolution, revising the Boise County Purchasing Policy, with the changes that the Board has just discussed, adding under emergency repairs, the reference to code, and the other changes this Board has just read. Commissioner Balding SECONDED. Discussion: Commissioner Anderson asked that the Board be able to read the document before signing. Chair Wilkins AMENDED her motion to include reading the document prior to signing. Commissioner Balding SECONDED the AMENDMENT. Roll call vote: Chair Wilkins – aye; Chair Balding – aye; Commissioner Anderson – aye, motion passed unanimously.

TECH RFQ DISCUSSION: Commissioner Anderson stated that she would like to move forward with Corporate Technologies. Chair Wilkins asked why the County would go with the higher bid. Clerk Prisco discussed the quotes from both vendors, and the annual amounts under the RFQ

responses. Tim Glenn, Boise County, Corporate Technologies representative, was in attendance to answer questions from the Board.

MISCELLANEOUS & CORRESPONDENCE:

- Chair Wilkins MOTIONED to approve the Claims Approval Report, in the amount of \$155,552.33. Commissioner Balding SECONDED. All ayes, motion passed unanimously.
- Board of Equalization monthly report: Chief Administrator Woodstrom stated that the Board will have 19 appeals, several are multiple properties.
- Veterans of Foreign Wars letter: the letter is in regards to an annual training conference. Chair Wilkins will contact Mr. Jim White, VFW Representative, from the Sheriff's Office.
- Idaho Power Notice, through the Public Utilities Commission: no action required.

FUTURE AGENDA TOPICS REVIEW: Future topics and dates were discussed by the Board.

Chair Wilkins MOTIONED to recess the regular meeting of the Boise County Board of County Commissioners, for Tuesday, June 24th, 2014, and to reconvene on Monday, June 30th, 2014, at Public Safety Building, at 9:30 am., for the elected officials and department head meeting. Commissioner Balding SECONDED. All ayes; motion passed unanimously.

Approved this 22nd day of July, 2014.

VICKI L. WILKINS, Chair
Boise County Board of Commissioners

Attest:

MARY T. PRISCO, Clerk to the Board