

BOISE COUNTY BOARD OF COMMISSIONERS
FRIDAY, SEPTEMBER 12TH, 2014
BOISE COUNTY COMMISSIONER'S ROOM
OFFICIAL MEETING MINUTES

In attendance: Chair Wilkins, Commissioner Anderson, Clerk Prisco, Deputy Clerk Loya, Deputy Clerk Klingner and Commissioner Balding via telephone.

Chair Wilkins called the meeting to order and the Pledge of Allegiance was recited.

L-1 LEVY CERTIFICATION: The Board reviewed the documents that were provided by Clerk Prisco. Clerk Prisco also spoke about the process and that all taxing districts from our county are required to submit L-2 forms and notices to the County Clerk. The Clerk reviews those documents from the taxing districts along with information from the State and makes any necessary changes. Changes are sent to the individual taxing districts then the L-2 dollar amounts are utilized to calculate the levy rates using the assessed values provided by the Assessor's office and State Tax Commission. This year was the first time we had the personal property tax exemption which was confusing and complicated. The L-1 form has all the levy rates that we calculated, certified by the Board of County Commissioners, and the due date means the L-1 and L-2 forms have to be submitted to the State Tax Commission on September 15, 2014. The State Tax Commission reviews all of our information and would send a letter to Clerk Prisco with any needed corrections. She (Clerk) reviews and agrees/disagrees with proposed corrections, and re-submits (L-1) with the new levy calculations. Any changes would have the language, re: date letter received from State Tax Commission and amend date of the report.

Chair Wilkins made a MOTION to approve the L-1 certificates of County levies, Boise County FY 2015, as corrected on the urban renewal for the Boise Independent Schools, as presented. Commissioner Balding SECONDED. Roll call vote: Chair Wilkins - aye; Commissioner Balding - aye; Commissioner Anderson - aye, motion passed unanimously.

PROCUREMENT CARD AGREEMENT & POLICY RESOLUTION: The Board reviewed the information and is ready to move forward. Commissioner Anderson made a MOTION that we approve and adopt Resolution 2014-63, a Boise County resolution to adopt the Purchasing Card Program and Policies and Procedures. Commissioner Balding SECONDED. Further discussion by Commissioner Anderson was that these policies and procedures are adopted as the governing documents for the Purchase Card Program. Roll call vote: Chair Wilkins - aye; Commissioner Balding - aye; Commissioner Anderson - aye, motion passed unanimously.

RESOLUTIONS: Amended resolution 2014-59A - Community Justice had listed a vehicle they did not own. Clerk Prisco states the vehicle information has been removed from the resolution. Chair Wilkins MOTIONED to approve Resolution 2014-59A, an amended resolution to surplus and sell unneeded Road Department equipment and vehicles and Assessor's and Community Justice vehicles. This resolution is being amended as the original resolution, #2014-59, listed a vehicle for Community Justice that was not owned by Community Justice. That has been resolved and that vehicle has been removed from this resolution, #2014-59A. Commissioner Anderson SECONDED. Roll call vote: Chair Wilkins - aye; Commissioner Balding - aye; Commissioner Anderson - aye, motion passed unanimously.

Resolution 2014-64 Emergency Communications 911 - Chair Wilkins made a MOTION that we approve Resolution 2014-64, a Boise County resolution to adjust the FY 2014 budget for Emergency Communications 911 budget for unanticipated expenses in the amount stated previously in the discussion. Commissioner Balding SECONDED. Roll call vote: Chair Wilkins - aye; Commissioner Balding - aye; Commissioner Anderson - aye, motion passed unanimously.

Resolution 2014-65 FY 2014 District Court fund/Jury Commission Department - Chair Wilkins made a MOTION to approve resolution 2014-65, a Boise County resolution to adjust the FY 2014 Court fund, Jury Commission budget for unanticipated expenses. This was tabled from a previous meeting. This resolution also recognizes the I.C. Section 31-1608. The annual budget procedure has been complied with in making this adjustment and the budget adjustment shall not result in increased property taxes. Revenue budget #06-00-0397-00 authorized fund transfer in the amount of \$3,500, expense budget #06-52-0434-02, Jury facility funds in the amount of \$300 for expenses, #06-52-0440-00 supplies in the amount of \$300 for expenses, fund #06-52-0449-00 for postage in the amount of \$400 for expenses and fund #06-52-0621-00 Jury juror fees in the amount of \$2,500 for total expenses of \$3,500. Commissioner Anderson SECONDED. All ayes, motion passed.

Resolution 2014-66 General Fund/Data Processing budget - Clerk Prisco stated that the Tech Committee failed to provide a budget appropriation for expenses in the budget, (\$4,300 negative on that account line item). As of September 3rd, \$1,400 negative is tied to the hours in excess of 525 contract hours, Clerk Prisco tried to increase it by an amount sufficient to cover funds through September 30th. Concerning the Computer Arts maintenance/software, Clerk Prisco added \$10,000 to cover what we will be charged for the hours of 525 hours, on our contract rate, and part of our underlying data for that account line item. Commissioner Anderson questioned, do we have a follow-up on the data processing adjustment that we did earlier that was incorrect? Clerk Prisco stated yes. Commissioner Anderson asked if we need to anything with Resolution 2014-47. Clerk Prisco states it was rescinded and in the motion with that, what we may need to do is correct the indexing system. Commissioner Anderson asked about the doubled travel time and expense, is it anywhere close to that for FY2015 budget? Clerk Prisco stated that the budget is done on the assumption and based on communications with CAI as of September 11th. We will end up coming in below the \$4,000 and \$10,000 for those two line items. Clerk Prisco stated that she would rather be conservative, adjusting budget, not actual expenses. The fiber ring conversation was not addressed. Chair Wilkins made a motion to approve Resolution 2014-66; a Boise County resolution adjusting the FY 2014 Boise County General fund Data Processing Department budget for the following line items: 01-14-0430-16 cloud storage, with an increase of \$6,000, line item 01-14-0493-00 description is time, travel and expense, the budgeted amount was \$6,500; increase in the amount of \$4,000, for a total amended budget of \$10,500, line item 01-14-0494-00 CAI maintenance software budgeted amount was \$90,000 increase of \$10,000 for an amended budget amount of \$100,000, line item 01-12-0559-02 description is Reserve, budget amount was \$63,409.78 with a decrease of \$20,000 for an amended amount of \$43,409.78. Commissioner Anderson SECONDED. Roll call vote: Chair Wilkins - aye; Commissioner Balding - aye; Commissioner Anderson - aye, motion passed unanimously.

Resolution 2014-67 Carryover 2015 budget - Chair Wilkins MOTIONED to approve Resolution 2014-67; a Boise County resolution to carryover/appropriate fund balances into the FY 2015 budget, as read and presented. Commissioner Anderson asked for clarification, should that be appropriated fund balances on that title? Commissioner Balding SECONDED. Roll call vote: Chair Wilkins - aye; Commissioner Balding - aye; Commissioner Anderson - aye, motion passed unanimously.

BUDGET - PAYROLL APPROVAL: This was tabled until the September 23rd meeting.

LETTER TO ATLANTA HIGHWAY DISTRICT: - Prosecutor Gee presented an updated letter that includes last weeks' requested edits. Chair made a MOTION that we sign the letter to Mr. Alan Lake and the Atlanta Highway District as presented by the Prosecutor in regards to the Arrow Rock Road, Forest Service Road 268. Commissioner Balding requested that a copy be sent to the

Elmore County Commissioners. Commissioner Anderson also asked to send to Highway District Association and Senator Brackett. Commissioner Balding SECONDED. All ayes, motion passed.

P&Z - Payroll addition request – Chair Wilkins is abstaining as this person is her former daughter-in-law. Commissioner Anderson MOTIONED that you, as Chair, sign the payroll addition change form for the new hire, Malynda Turner, effective September 29, 2014 at \$12.85 per hour as the P&Z Administrative Assistant and Code Enforcement Officer. Commissioner Balding SECONDED. Chair Wilkins states she has a problem signing the form as she has abstained and she would feel better if someone else would be designated to sign; such as Clerk Prisco. Chair Wilkins asked that the motion be rescinded. Commissioner Anderson rescinded the motion. Chair Wilkins asked Commissioner Balding to make the MOTION. Commissioner Anderson SECONDED. Further discussion was that Commissioner Balding’s motion was amended to include signature by Commissioner Anderson. Roll call vote: Chair Wilkins abstained, Commissioners Balding and Anderson – ayes, motion passed.

Clerk Prisco spoke about a CAI invoice and stated that Mr. Cromwell’s position is that they want to work with Boise County to accommodate our needs in regards to the rate for hours. There was discussion on the savings and costs. Chair Wilkins made a MOTION to approve the CAI demand warrant as submitted with \$1,140 that has been removed for hours billed for the total amount of the demand warrant of \$1,153.26. Commissioner Anderson SECONDED. Further discussion: Commissioner Anderson asked if anything else is needed to be addressed in the claims report. Clerk Prisco stated no, as it is marked as a demand and when it goes to accounts payable, it will be notated as such. All ayes, motion carries.

FUTURE AGENDA TOPICS: Topics were discussed.

Chair Wilkins made a MOTION to recess and reconvene on September 23rd at 9 a.m. in the Commissioner’s room. Commissioner Anderson SECONDED. Motion passed.

Approved this 16th day of December, 2014.

VICKI L. WILKINS, Chair

Boise County Board of Commissioners

Attest:

MARY T. PRISCO, Clerk to the Board