

BOISE COUNTY BOARD OF COMMISSIONERS  
TUESDAY, SEPTEMBER 23<sup>RD</sup>, 2014  
BOISE COUNTY COMMISSIONER'S ROOM  
**OFFICIAL MEETING MINUTES**

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

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

**COMMISSIONER DISCUSSION/COMMITTEE REPORTS:** Clear Creek drainage update – Commissioner Balding met with the Road Department concerning the issue of drainage and building in the right-of-way. The Road Department did some repairs to the area.

Commissioner Anderson spoke about the monitor for Treasurer's office.

Commissioner Anderson sent out the award for communities at risk.

Commissioner Anderson spoke about a report from Paul Pierce at Secure Rural Schools and that we will have to designate the percentages.

Commissioner Anderson stated there is a Tech meeting tomorrow.

Commissioner Anderson stated there was an extensive ULO meeting yesterday. They will be having open houses on October 6<sup>th</sup>, 8<sup>th</sup> and 9<sup>th</sup>. Commissioner Anderson stated that

[ULOcomments@co.boise.id.us](mailto:ULOcomments@co.boise.id.us) needs to be set up to receive emails. The cost is approximately \$200 for Veridean Technologies to set up the information on the website and this should come out of the Technology fund. Commissioner Anderson stated that this site will be used for other public comments also. Commissioner Anderson MOTIONED to approve the quote to update the website for community comments from Veridean, costs not to exceed \$200. for the P&Z Commission release of the ULO document and public comment period. Chair Wilkins SECONDED. Chair Wilkins and Commissioner Anderson – aye; Commissioner Balding – nay, motion passed.

Commissioner Anderson attended the IAC Annual Conference where there was discussion on the State taking over the Public Defender's office.

Commissioner Balding spoke about Strategic Communications for the mental health training on October 2<sup>nd</sup> & 3<sup>rd</sup> in Idaho City.

Commissioner Balding spoke about the Recovery Idaho workshop and community support information. Clerk Prisco stated that Deputy Indigent Clerk Loya will be attending.

Chair Wilkins attended the District 4 health meeting and stated they are still working on the structure of that group.

Chair Wilkins attended the IAC Conference and stated the Assessor's roundtable exercise was very interesting and informative. Commissioner Anderson spoke about the roundtable discussion at the conference.

**CONSTITUENT INPUT:** Jayne Reed, Garden Valley, spoke about the 2014 budget opening and stated to recind Resolution 2014-53 and put all the money into the bond fund.

**AMENDMENTS TO THE AGENDA:** None

**MINUTES:** Commissioner Anderson MOTIONED to approve the July 21<sup>st</sup> minutes as presented. Commissioner Balding SECONDED. All ayes, motion passed unanimously. Chair Wilkins MOTIONED to approve the July 22<sup>nd</sup> minutes as presented. Commissioner Balding SECONDED. All ayes, motion passed unanimously. Chair Wilkins MOTIONED to approve the July 28<sup>th</sup> minutes as presented. Commissioner Balding SECONDED. All ayes, motion passed unanimously. Chair

Wilkins MOTIONED to approve the July 30<sup>th</sup>, 2014 minutes. Commissioner Balding SECONDED. All ayes, motion passed unanimously. Commissioner Anderson MOTIONED to approve the minutes for Monday, August 4<sup>th</sup> 2014 as presented. Chair Wilkins SECONDED. All ayes, motion passed.

**DEPARTMENTAL ISSUES:** Chair Wilkins gave Mr. Jones of the Road Department, a gold pan thank you from the Idaho Rally.

Road Department – purchases in excess of \$1,000: This is for scrub coat for Middle Fork/Banks Lowman Road. Mr. Jones stated that the scrub coat is to keep the road together for winter. Commissioner Anderson MOTIONED to approve the request to execute the \$1,000 purchasing policy for the Road Department to purchase asphalt from Central Paving for repairs of the Middlefork of the Banks/Lowman Road. Chair Wilkins SECONDED. All ayes, motion passed unanimously.

ITD Equipment sale – Mr. Jones would like to have a letter of authorization to purchase equipment from the sale. Commissioner Anderson MOTIONED to authorize the Road Department, through the superintendent, to have available for the ITD equipment sale on 9-24-14, a letter authorizing expenditures not to exceed \$10,687.00. Commissioner Balding SECONDED. All ayes, motion passed unanimously.

Noxious Weeds – Payroll change request for Lisa Kirkland - Commissioner Balding MOTIONED to increase the hourly rate of pay for a seasonal licensed applicator for the Weed Department in the amount of \$10.41. Commissioner Anderson SECONDED. In favor: Commissioner Balding – aye; Commissioner Anderson – aye. Opposed: Chair Wilkins – nay; motion passed.

White Cloud Comm. Radios – Mike Bottoms spoke about the quote for new radios. Commissioner Balding MOTIONED to allow Solid Waste to purchase 3 radios to be located at Horseshoe Bend, Idaho City and Lowman, in the amount of \$1,171.23, from White Cloud Communications. Commissioner Anderson SECONDED and amended that this is an excessive expenditure per our policy and that these prices were secured from the state bid contract. All ayes, motion passed. Miller Enterprises complaint – The Prosecutor and Mr. Bottoms are working on this. Mike spoke about the Transfer Station renovation and that it is almost completed.

Clerk – Court cameras – Clerk Prisco researched the court camera situation and stated there is a need for a third camera.

CAI update – Clerk Prisco spoke about the excess hours for 2014.

Court payroll request for Brenda Woods - Commissioner Anderson MOTIONED to hire Ms. Woods as the new Supervising Court Clerk, salary at \$31,018.25, to be effective September 15<sup>th</sup>, 2014, due to a missed meeting, but will be in the window of the current pay period. Commissioner Balding SECONDED. Commissioner Balding – aye; Commissioner Anderson – aye; Chair Wilkins – nay, motion passed.

Emergency Management Services - purchase over \$1,000 (FTR recording software, Listen Tech assisted listening system): Clerk Prisco spoke about getting the FTR software installed in the Public Safety Building. Mr. Roberts spoke about the quotes. Clerk Prisco that stated if we are purchasing in 2014, she would like to use the general fund to pay for this as the general fund accommodates “county-wide” purchases. There was discussion on the laptop to use or to purchase one. Commissioner Anderson stated to use the one that is already there. Commissioner Anderson MOTIONED to approve an expense exceeding the \$1,000 for Mr. Roberts to purchase an FTR recorder 5.6 audio upgrade in the amount of \$1,195 in total expense beyond, for the hookup, installation and training \$3,694.68, piggybacking on a BHS grant purchase already approved for a total expenditure of \$13,694.68. Commissioner Anderson REINDED the motion. Chair Wilkins MOTIONED to approve the FTR upgrade at the Public Safety Building, in the amount of \$3,135, to be funded out of the General Fund, 01-18. Commissioner Balding SECONDED. All ayes, motion passed unanimously.

Court listening system: there was discussion that the headsets are on FM so there could be security breach in the courtroom. There was also discussion concerning the quote. Commissioner Anderson MOTIONED to approve the Boise County assisted listening systems for the court and a swap over into the EOC at the Sheriff's Department with the combined total of \$2,193.55 for the Emergency Management to accomplish the project after October 1. Commissioner Balding SECONDED. All ayes, motion carried unanimously. Mr. Roberts spoke about the excess furniture, after the remodel, at the Public Safety Building. Mr. Roberts spoke about the battery at Jackson Peak, that it is going bad, and the cost for a new one will exceed \$1,000. Mr. Roberts stated he would like to take the funds out of FY 2014. Commissioner Anderson MOTIONED to approve the expenditure for replacement of repeater battery on Jackson Peak, not to exceed the amount of \$3,000, using the appropriation from Department 30, account number 0491-000. Commissioner Balding SECONDED. All ayes, motion passed unanimously.

**CONTRACTS/AGREEMENTS/GRANTS:** CAI Contract Addendum – Commissioner Anderson would like to table this for the Tech Committee to review. The contract is due October 1<sup>st</sup> so it will be added to the September 29<sup>th</sup> Department Head/Elected Officials meeting for discussion and then added to the September 30<sup>th</sup> meeting for approval/signature.

U of I 4-H Program funds request - Commissioner Anderson MOTIONED to approve the County Extension Budget in the amount of \$8,500, for the FY 15 year, currently budgeted in our FY 2015 budget as well. Commissioner Balding SECONDED. All ayes, motion passed unanimously.

Procurement Card Policy discussion – Commissioner Anderson MOTIONED that we enter into a Procurement Card Program with the state contract and Bank of America and that we sign the State of Idaho Operating Agreement and we sign the State of Idaho Working Authorization Agreement. The mailing & email instructions are in the packet and that the Clerks' office is to sign the documents per those instructions. Commissioner Balding SECONDED. All ayes, motion passed unanimously.

Bureau of Homeland Security Sub-Recipient Agreements (2) – Commissioner Anderson MOTIONED to approve the 2014 Sub-Recipient Agreement for Boise County for the Emergency Management Performance Grant, Award #EMW2014EP00058-01/97042, in the amount of \$11,136.36, to be used for the emergency manager's salary. Chair Wilkins SECONDED. All ayes, motion passed unanimously.

The other grant agreement was tabled until next week for Mr. Roberts to present to the Board and explain details.

**DEMAND WARRANTS:** None.

**INDIGENT:** Chair Wilkins MOTIONED to go into executive session under I.C. 67-2345(1)(d), to discuss indigent case numbers 14-05-F and 14-09-A, noting that 14-04-A had been tabled due to an incomplete application. Commissioner Anderson SECONDED. Roll call vote: Chair Wilkins – aye; Commissioner Balding – aye; Commissioner Anderson – aye; motion passed unanimously. Coming out of executive session for indigency, Chair Wilkins MOTIONED to sign an amended approval on case 14-05-F. This amended approval is for correction on dates. Commissioner Balding SECONDED. All ayes, motion passed. Chair Wilkins stated that case 14-09-A is tabled until later in the day, for further information. Chair Wilkins MOTIONED to move forward with the amended Promissory Note and approval of the utilization of such. Commissioner Balding SECONDED. All ayes; motion passed unanimously. The Board is reviewing case 14-09-A that was tabled earlier. Commissioner Balding MOTIONED on case #14-09-A, to pay the claim for utilities. Commissioner Anderson SECONDED. Commissioner Anderson added to the motion that this is a

non-medical indigency request. Roll call vote: Chair Wilkins - nay, Commissioner Balding – aye; Commissioner Anderson – aye, motion passed.

**PA ISSUES:** Prosecutor Gee discussed the IAC conference with the Board, specifically the discussion on public defense.

Arrow Rock Road Maintenance Contract – it is currently under bid process, Elmore County received state funding of \$500,000 for work done on a mud slide that damaged the road.

Discussion of Smethers resignation – he has been hired by Canyon County as a Deputy Public Defender but is staying on with the Dauber case for now.

Prosecutor Gee gave an update to the Board on the repair/renovation of the Prosecutor's office after the water seepage.

Prosecutor Gee gave an update on the status of Weilmunster attorney communications and stated that the attorney is meeting with all principals this week.

Commissioner Anderson asked about the Horseshoe Bend EMS draft agreement.

Chair Wilkins MOTIONED to go into executive session under I.C. 67-2345(1)(f), pending litigation, 67-2345(1)(b), personnel and 67-2345(1)(c), contract discussions. Commissioner Balding SECONDED. Roll call vote: Chair Wilkins – aye; Commissioner Balding – aye; Commissioner Anderson – aye, motion passed unanimously. Chair Wilkins stated; coming out of executive session for I.C. 67-2345(1)(f) pending litigation, updated on current trials, 67-2345(1)(b) personnel, discussion of Smethers resignation and 67-2345(1)(c), discussion of contracts for public attorney following. There was no decisions made in pending litigation, under personnel and this Board has agreed to accept Mr. Smethers resignation with some contingencies. Chair Wilkins MOTIONED to accept David J. Smethers', Boise County's defending attorneys resignation with date being changed from October 12<sup>th</sup> to October 16<sup>th</sup>, which is the full 30 day notice in Section (3) three of his contract. Commissioner Balding SECONDED. All ayes, motion passed unanimously. Commissioner Wilkins stated that we are tabling the contract for the public defender, Clerk Prisco is to inquire on the timeline and work on it with the Prosecutor.

**MEDICAL DIRECTOR DISCUSSION:** The Board stated they have not received any interest in the position and are wondering where to go from here. The Board discussed extending the end date to October 10<sup>th</sup> and to put it on the Idaho Statesman newspaper. The Board stated to put it in the paper under Professional Services and to run the advertisement this Sunday, Sept. 28<sup>th</sup> and Wednesday, Oct. 1<sup>st</sup>. The Board asked that it also be sent to the Department of Labor, IAC, forward it to Jerry Newland for EMS and to send it to Dr. Sturkie also. This issue will be put on the October 14<sup>th</sup> agenda.

**TITLE III PROJECTS:** This discussion includes obligating funds and letters from constituents. The Board reviewed letters from constituents in the Valley of the Pines Subdivision. The original proposal was for \$15,000.

Emergency Manager John Roberts has the numbers and stated \$80,507 was spent. Mr. Roberts stated there will be approximately \$123,000 at the end. Commissioner Anderson would like to have a signed addendum by September 30<sup>th</sup>.

Chair Wilkins MOTIONED to allocate \$15,000 to Valley of the Pines Home Owners Association and Thorn Creek Volunteer Fire Department for the fuel mitigation project they presented, \$20,000 to the Boise County Sheriff for reimbursing county emergency services and \$10,000 to the GV Fire Protection District as presented for their use of the Title III funds and Chair Wilkins respectfully abstained from the City of Idaho City request. Commissioner Balding SECONDED. Commissioner Anderson amended the motion to state that we are allocating these funds after the 45 day comment period and therefore use of Title III funds for Public Law 113-40. Commissioner Balding SECONDED the amendment. All ayes, motion passed. Commissioner Anderson MOTIONED that upon receipt from the Clerk's office, the final tally as of September 30<sup>th</sup>, 2014, that all remaining funds identified through Title III Public Law 113-40 and after the 45 day comment, that all

remaining funds that aren't obligated at September 30<sup>th</sup>, 2014 be allocated to the Boise County Sheriff's office to reimburse County search and rescue and emergency response. Commissioner Balding SECONDED. Discussion: Chair Wilkins stated that the Board did not delegate the \$15,000 as requested for the City of Idaho City. Commissioner Anderson recinded her motion. Commissioner Anderson MOTIONED that we also award the City of Idaho City, an amount of \$15,000, under Title III Public Law 113-40 after the 45 day comment period, be used for search and rescue and other emergency services on a reimbursement basis. Commissioner Balding SECONDED. Commissioners' Anderson and Balding – aye; Chair Wilkins – abstained, motion passed. Commissioner Anderson MOTIONED to allocation an additional \$4,000 for the GIS Title III Project, under public law 113-40, as to complete that project and that the Assessor and Emergency Manager amend the contract to reflect that and also a time extension on that particular contract of just the \$4,000. Chair Wilkins SECONDED. Chair Wilkins and Commissioner Anderson – aye; Commissioner Balding – nay, motion passed. Commissioner Anderson gave additional clarification. Commissioner Anderson MOTIONED to allocate Title III funds unobligated at September 30, 2014, that the Boise County Sheriff's office is to reimburse county search & rescue and other emergency response activities as performed on forest lands as identified in Section 302-A(2). Chair Wilkins SECONDED. Commissioner Balding – nay; Commissioner Anderson – aye; Chair Wilkins – aye, motion passed. Commissioner Anderson requested Title III expenditures fund balance information from the Clerk's office. There was discussion of how the entities will get reimbursed. Commissioner Anderson suggested that we should have a form for them to fill out. Clerk Prisco stated she would consider this and will discuss a contract with Prosecutor Gee.

**PUBLIC HEARING - OPENING OF FY 2014 BUDGET:** Chair Wilkins MOTIONED to open the public hearing for the FY 2014 budget. Commissioner Balding SECONDED. Roll call vote: Chair Wilkins – aye; Commissioner Balding – aye; Commissioner Anderson – aye; motion passed unanimously. Clerk Prisco spoke about the worksheet presented to the Board and is asking for a continuation of this public hearing until September 30<sup>th</sup>. Public testimony – Jayne Reed, Garden Valley, spoke about Resolution 2014-53 that she spoke of earlier today. She stated that the PILT money should have gone directly into the bond fund. Chair Wilkins closed the public hearing for public testimony. This is an ongoing discussion and there will be a continuation of discussion on 2:00 pm September 30<sup>th</sup>. Commissioner Balding MOTIONED to continue this public hearing for the FY 2014 budget opening to September 30<sup>th</sup>. Chair Wilkins SECONDED. All ayes, motion passed unanimously.

**MISCELLANEOUS & CORRESPONDENCE:**

- Bills – Chair Wilkins MOTIONED to approve the claims approval report as presented in the amount of \$158,793.16. Commissioner Balding SECONDED. Discussion was to hold the Animal Damage Control bill. Chair Wilkins motion and Commissioner Baldings second were recinded. Chair Wilkins MOTIONED to approve the claims report excluding the bill for the Animal Damage Control for \$1,500 and approving the bills as submitted for \$157,293.16. Commissioner Balding SECONDED. All ayes, motion passed unanimously.

General Fund	\$	23,584.01	Solid Waste	\$	28,411.77
Road & Bridge	\$	36,176.01	Weeds	\$	5,240.82
Justice Fund	\$	3,923.82	E911	\$	1,655.84
EBCA	\$	8,180.57	Snowmobile IC8-A	\$	6.95
District Court	\$	5,485.98	Snowmobile GV8-B	\$	7.40
Health Preventive	\$	17,425.00	Sheriff's Vessel	\$	1,338.22
Jr. College Tuition	\$	650.00	Revaluation	\$	1,272.93
Indigent	\$	17,043.04	Tort	\$	8,624.00

- Certificates of Residency – Chair Wilkins MOTIONED to approve the Certificates of Residency for Drake, Fields, Hall, Knight, Pratt. Commissioner Balding SECONDED. All ayes, motion passed unanimously.
- EBCAD update – Jerry Newland gave the Board information to review.
- ID Power Notices (2) – the Board reviewed.
- DEQ brochure – Board reviewed. Commissioner Anderson stated she is going to attend.
- Future Agenda Topics Review – the Board discussed several topics.
- Liquor License Application – Thunder Mountain Line: Chair Wilkins MOTIONED to approve the Retail Alcohol Beverage License 2015, #33, for Chris Bertel dba The Thunder Mountain Line located at 120 Mill Road, Horseshoe Bend, Idaho, as presented. Commissioner Anderson SECONDED. All ayes, motion passed unanimously.
- Resolution for records destruction – Chair Wilkins MOTIONED to approve Resolution 2014-68, a Boise County resolution to destroy certain records of Boise County, pursuant to I.C. 31-871-1(d) for the following departments: Boise County Noxious Weeds/Solid Waste, Assessor's office, Clerk's files, Community Justice, Elections, Prosecuting Attorney's office, Sheriff's office, Treasurer's records and Auditor records, as listed. Commissioner Balding SECONDED. Chair Wilkins clarified that a part of the exhibit be changed to Clerk's file, where designated. All ayes, motion passed.
- Prosecutor Gee provided the Board with a draft letter to accept Mr. Dave Smethers' resignation with certain additional conditions. Chair Wilkins MOTIONED to approve and sign the letter to Mr. Smethers in regards to his resignation, as submitted. Commissioner Balding SECONDED. All ayes, motion passed unanimously.
- Letter from Treasurer's office - Chair Wilkins MOTIONED to sign the letter to Castle Mountain Creek Owners Association as submitted by the Treasurer. Commissioner Balding SECONDED. All ayes, motion passed unanimously.

**BUDGET FY 2015 – PAYROLL APPROVAL:** Chair Wilkins MOTIONED to approve the payroll expenses as follows: Auditor 01-01 in the amount of \$299,325.56, Assessor in the amount of \$231,573.13, Treasurer in the amount of \$129,946.84, Commissioner in the amount of \$134,860.15, Coroner in the amount of \$26,777.99, County Elections in the amount of \$24,829.70, Emergency Management in the amount of \$48,853.06, General Operations in the amount of \$115,671.14, P&Z in the amount of \$121,459.59, Road & Bridge in the amount of \$867,179.90, Sheriff in the amount of \$935,425.53, Prosecuting Attorney in the amount of \$226,676.51, Dispatch in the amount of \$318,230.55, Sheriff Reserves in the amount of \$12,369.71, EBCAD in the amount of \$30,073.42, Court in the amount of \$135,912.01, Jury in the amount of \$42,343.61, Community Justice in the amount of \$137,125.93, Indigent in the amount of \$21,395.98, Revaluation in the amount of \$276,228.29, Solid Waste in the amount of \$191,752.22, Noxious Weeds in the amount of \$99,402.51, E911 in the amount of \$12,819.49, Snowmobile 37-00 in the amount of \$10,810, Snowmobile 39-00 in the amount of \$5,405 and the Sheriff Vessel in the amount of \$48,272. Commissioner Anderson SECONDED. All ayes, motion passed unanimously.

**COURT REMODEL DISCUSSION:** Court facilities fund – Funding will go forward into FY 2015.

Chair Wilkins MOTIONED to recess today's meeting and reconvene on September 29<sup>th</sup> at 10:00 am at the Public Safety Building for the Elected Officials/Department Head meeting. Commissioner Balding SECONDED. All ayes.

Approved this 30<sup>th</sup> day of December, 2014.

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**VICKI L. WILKINS**, Chair  
Boise County Board of Commissioners

**Attest:**

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MARY T. PRISCO, Clerk to the Board