

BOISE COUNTY BOARD OF COMMISSIONERS  
TUESDAY, OCTOBER 15<sup>th</sup>, 2013  
BOISE COUNTY COMMISSIONER'S ROOM  
**OFFICIAL MEETING MINUTES**

**Present:** Chair Balding, Commissioner Anderson, Commissioner Wilkins, Clerk Prisco, Sheriff Roeber, Assessor Adamson, Chief Administrator Woodstrom, P&Z Administrator, Kevin LoPiccolo, Road Superintendent Bill Jones and Emergency Services Coordinator, John Roberts.

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

**COMMISSIONER DISCUSSION/COMMITTEE REPORTS:** Commissioner Anderson stated that she attended the most recent RC&D meeting and that Commissioner Wilkins was also in attendance. The Payette River Water Trail was discussed during that meeting. Commissioner Anderson attended a City of Crouch Council meeting and stated that the City approved their audit contract with Bailey & Co.

Southfork (Alder Creek) Bridge Project – Road Department Supervisor, Bill Jones, was in attendance to discuss and answer questions. Chair Balding stated that Commissioner Anderson gave an ITD program summary to the Board. Commissioner Anderson gave an update on the costs of this project and changes that were made on the design.

Bogus Basin Road discussion – Road Supervisor, Bill Jones gave a review of this topic to the Board. Mr. Jones will find out why they need that part of the road deeded to them in order to obtain a grant. Commissioner Wilkins stated that the Ada County Highway District should be coming before the Board on this matter.

**AMENDMENTS TO THE AGENDA:** Chair Balding MOTIONED to amend the agenda to add the Atlanta Highway District Agreement under Contracts/Agreements/Grants. Commissioner Wilkins SECONDED. Roll call vote: Chair Balding – aye; Commissioner Anderson – aye; Commissioner Wilkins – aye, motion passed unanimously. Motion amended to include: due to the time constraints of the contract renewal.

**MINUTES:** Commissioner Wilkins MOTIONED to approve the Boise County official meeting minutes of Tuesday, August 13<sup>th</sup>, 2013 and the Board of County Commissioners official meeting minutes dated Tuesday, October 8<sup>th</sup>, 2013, as presented. Chair Balding SECONDED. Roll call: Chair Balding – aye; Commissioner Anderson – aye; Commissioner Wilkins – aye; motion passed unanimously. Commissioner Wilkins MOTIONED to table the Boise County Board of Commissioners official meeting minutes dated Friday, September 27<sup>th</sup>, 2013, until Commissioner Anderson has had the opportunity to review the audio. Commissioner Anderson SECONDED. Roll call vote: Chair Balding – aye; Commissioner Anderson – aye; Commissioner Wilkins – aye, motion passed unanimously.

Clerk Prisco requested to make comments on the subject of minutes, which was granted, and spoke about the September 27<sup>th</sup>, 2013 minutes which are seven (7) pages long. Clerk Prisco stated that the August 2<sup>nd</sup> and August 5<sup>th</sup> minutes were drafted by herself and presented at the August 27<sup>th</sup> meeting (drafted the week of August 12<sup>th</sup> and submitted to the Commission by email, tabled during the August 20<sup>th</sup> meeting due to Commissioner Anderson's concerns). Commissioner Anderson had issues with those minutes, as she wanted a particular statement that she made inserted. An audio was given to Commissioner Anderson, of the meeting, for the minutes, and yet the Clerk's office has still not received comment from Commissioner Anderson. Clerk Prisco stated that the September 27<sup>th</sup> set of minutes are the third set that have been tabled, for further review by Commissioner Anderson. Clerk Prisco also discussed the number of regular and special

meetings through September of this year, as compared to the last four (calendar) years meetings count. Commissioner Wilkins spoke about the minutes issue and how expanded the minutes have become and that the statutes require only actions of the Board be included in the minutes.

**DEPARTMENTAL ISSUES:** P & Z - Request for Extension – Kevin LoPiccolo, P&Z Administrator, asked for guidance on the general provision for requests for extension. Currently, the extensions are maxed at two (2) years. The UDO will reflect any new criteria for extensions. Mr. LoPiccolo also discussed the City of Crouch and their adoption of their own building codes. He will follow up with Prosecutor Gee about this issue.

Emergency Management - Application for SHSP (Homeland Security Program) 2013 – John Roberts was in attendance and discussed the grant application. Commissioner Anderson MOTIONED to apply for the Sub-Grant Application for Assistance, for 2013 Homeland Security Grant Program, in the amount of \$21,480.95, to be used on an approved work plan of a future date. Commissioner Wilkins SECONDED. Roll call vote: Chair Balding – aye; Commissioner Anderson – aye; Commissioner Wilkins – aye, motion passed unanimously.

EMPG (Emergency Management Program Grant) 2013 – this is anticipated revenue per Commissioner Anderson. Mr. Roberts stated that we have to prove that we have spent the money appropriately. Commissioner Anderson MOTIONED to approve the BHS Application for Assistance for the EMPG 2013, to be utilized as a revenue source of for the Emergency Manager's salary, in the amount of \$21,132.32 total, the Federal share being \$10,566.16. Chair Balding SECONDED. Roll call: Chair Balding – aye; Commissioner Anderson – aye; Commissioner Wilkins – aye, motion passed unanimously.

Commissioner Wilkins MOTIONED that the Sheriff & Mr. Roberts work together to transition the mass gathering process (point person), to an individual within the Sheriff's Reserves. Chair Balding SECONDED. Roll call vote: Chair Balding – aye; Commissioner Anderson – aye; Commissioner Wilkins – aye, motion passed unanimously. Commissioner Wilkins asked that the Clerk's Office, particularly Chief Deputy Woodstrom, be kept abreast of what is going on with the mass gathering committee, etc.

Equitable Sharing Agreement (DOJ) - Sheriff Ben Roeber discussed the agreement before the Commission. Ben spoke about what this agreement could help his office in purchasing and how it helps with the day to day duties of his officers. Sheriff stated that once we are in the program, we will continue with the annual reports and quicker transition on seizures of drugs. Commissioner Wilkins MOTIONED to sign the Equitable Sharing Agreement and Certification, between the Sheriff's Department and the Department of Justice and Department of Treasury as discussed and submitted back to the Board by 4 p.m., for signature. Commissioner Anderson SECONDED. Roll call vote: Chair Balding – aye; Commissioner Anderson – aye; Commissioner Wilkins – aye, motion passed unanimously.

**ISSUE TRACKING:** The Commissioners discussed each issue on the issue tracking document and made changes and updates, as needed. The Commission agreed to address issue tracking once a month, the third Tuesday of the month.

**CONTRACTS/AGREEMENTS/GRANTS:** Treasurer Hutchings discussed the Wells Fargo Merchant Services Contract with the Board and asked for the Board's approval in entering into the agreement. Commissioner Wilkins MOTIONED to sign the Merchant Processing Application with Wells Fargo, on the credit card machines and taking of debit/credit cards for the year, on a trial basis. Chair Balding SECONDED. Roll call vote: Chair Balding – aye; Commissioner Anderson – aye; Commissioner Wilkins – aye, motion passed unanimously. Commissioner Wilkins MOTIONED

to have the Clerk draft a resolution to establish the courtesy fee, for the credit card machines, in the amount of \$2.50 (per transaction). Commissioner Anderson SECONDED. Roll call vote: Chair Balding – aye; Commissioner Anderson – aye; Commissioner Wilkins – aye, motion passed unanimously.

The Atlanta Highway District Agreement, before the Board, includes Prosecutor Gee’s comments. Commissioner Wilkins MOTIONED to present the agreement to AHD for their consideration. Chair Balding SECONDED. Roll call vote: Chair Balding – aye; Commissioner Anderson – aye; Commissioner Wilkins – aye, motion passed unanimously.

Commissioner Wilkins MOTIONED that we sign the Road Maintenance Agreement between Boise County and the Atlanta Highway District, also known as the Atlanta Highway District, a political subdivision of the State of Idaho. Commissioner Anderson SECONDED. Roll call vote: Chair Balding – aye; Commissioner Anderson – aye; Commissioner Wilkins – aye, motion passed unanimously.

**DEMAND WARRANTS:** RC Hayes Construction – this demand warrant cannot be processed as the Clerk’s office is waiting for the signed payment request and the revised demand warrant, as the owner is out of town.

Boise County Noxious Weeds – Commissioner Anderson had a problem with the demand warrant because the invoice was dated October 7<sup>th</sup>, 2013, for services provided through September 30<sup>th</sup>, 2013 and asked that the invoice be back dated to September 30<sup>th</sup>, 2013. Commissioner Wilkins MOTIONED to approve the ARRA demand warrant with corrections from the Noxious Weeds Department, in the amount of \$1,743.56, for salary reimbursement for Mike Bottoms and Kari Allred, with funds coming out of FY 2013, with invoice description of services supplied from September 22<sup>nd</sup> through September 30<sup>th</sup>, 2013, for both. Chair Balding SECONDED. Commissioner Anderson still had an issue with the date of October 7<sup>th</sup> on the invoice itself. Motion RECINDED. Commissioner Wilkins will contact the Noxious Weeds Department. The invoices were corrected to reflect a September 30<sup>th</sup>, 2013 date to accommodate Commissioner Anderson’s request. Commissioner Wilkins MOTIONED to approve the ARRA demand warrant to Boise County Noxious Weeds Department, for a total of \$1,743.56, reimbursement for Superintendent and Administrative salary, for FY 2013. Chair Balding SECONDED. Roll call vote: Chair Balding – aye; Commissioner Anderson – aye; Commissioner Wilkins – aye, motion passed unanimously.

Holladay Engineering (2) – Crouch Bridge demands: Commissioner Anderson MOTIONED to pay Holladay Engineering Co., invoice #39900 in the amount of \$2,664.29, from FY 2013 funds and invoice 39953, in the amount of \$871.56, from FY 2013 funds. Chair Balding SECONDED. Roll call: Chair Balding – aye; Commissioner Anderson – aye; Commissioner Wilkins – aye, motion unanimously.

**INDIGENT:** Nothing was presented.

**PA ISSUES:** Prosecutor Gee was not in attendance.

Commissioner Wilkins MOTIONED to recess for lunch and reconvene at 1:15 p.m. for constituent input. Chair Balding SECONDED. All ayes; motion passed.

**CONSTITUENT INPUT:** Rick Call, Idaho City, spoke about the rumor of the Commissioners opposing the CuMo Mine Project. Commissioner Anderson stated “no” and that what was in the newspaper was incorrect and was retracted.

With unanimous consent, the Commission recessed for a break.

10-15-13 reg. min.

**OLD LIBRARY FACILITY - DISCUSSION OF STATUS:** Chair Balding stated that she had been over to the facility, as well as Commissioner Wilkins and Commissioner Anderson. Commissioner Anderson provided information on the last few years of history on the building. Valerie Delyea, Community Justice Administrator, is interested in the building for the Idaho City component of the Community Justice Department. The Commission would like to see details of what activity needs to take place, a timeline of when it occurs and the estimated cost to perform those activities, required prior to occupying the building.

**MISCELLANEOUS & CORRESPONDENCE:**

- Termination letter (for PERSI purposes) - Commissioner Wilkins MOTIONED to sign the termination of employment memo document, for John Roberts, to comply with PERSI retirement requirements, and to remove the last line of the letter. Chair Balding SECONDED. Roll call: Chair Balding – aye; Commissioner Anderson – aye; Commissioner Wilkins – aye, motion passed unanimously. The Commissioners discussed the subject of whether employees who terminate for this one month period, for PERSI retirement requirements, should be required to turn in equipment, keys, etc. (county property) at the time of these PERSI required terminations. Commissioner Wilkins will work with the Clerk's office to establish a policy on this and to include a list of Boise County property issued (form) to be submitted with the letter of termination.
- Certificate of Residency - Commissioner Wilkins MOTIONED to approve the Certificate of Residency for Boise County, for F. Burt, Idaho City. Chair Balding SECONDED. Roll call: Chair Balding – aye; Commissioner Anderson – aye; Commissioner Wilkins – aye, motion passed unanimously.
- Chair Balding MOTIONED to adopt Resolution 2013-23A, a Boise County resolution amending the adjustment of the FY 2013 Boise County District Court funds, for the maintenance and repairs of a water line issue, in the amount of \$7,470.00. Commissioner Wilkins SECONDED. Roll call vote: Chair Balding – aye; Commissioner Anderson – aye; Commissioner Wilkins – aye, Motion passed unanimously.

Commissioner Wilkins MOTIONED to recess for 10 minutes. Chair Balding SECONDED. Roll call vote: Chair Balding – aye; Commissioner Anderson – aye; Commissioner Wilkins – aye, motion passed unanimously.

**FUTURE AGENDA TOPICS REVIEW:**

- Oct. 22<sup>nd</sup> - during Commissioner discussion - Crouch Bridge update.
- Snowmobile Trail Protection Ordinance – put on website as a draft. Clerk's office will do so tomorrow.
- Issue tracking on the third Tuesday of each month only.
- October 29<sup>th</sup> - Crouch/HSB Ambulance Cooperative Agreements.
- November 5<sup>th</sup> - Wells Fargo Card presentation, tentative; Policy & Procedures - during Commissioner discussion; Safety Committee – ½ hour.
- November 12<sup>th</sup> - Sheriff Roeber – Mass Gathering transition, tentative.

**EBCAD UPDATE:** Chair Balding MOTIONED to go out of the regular meeting and into the EBCAD Governing Board meeting. Commissioner Wilkins SECONDED. Roll call vote: Chair Balding – aye; Commissioner Anderson – aye; Commissioner Wilkins – aye, motion passed unanimously.

Jerry Newland gave a briefing on the last EBCAD meeting.

Chair Balding MOTIONED to come out as the Governing Board of EBCAD and resume their roll as the Board of County Commissioners. Commissioner Anderson SECONDED. Roll call vote: Chair

Balding – aye; Commissioner Anderson – aye; Commissioner Wilkins – aye, motion passed unanimously.

Placerville Ambulance Building update - Commissioner Anderson gave the update and provided a handout of the costs of the building.

Commissioner Wilkins MOTIONED to adjourn. Commissioner Anderson SECONDED. All ayes; motion passed.

Approved this 29<sup>th</sup> day of October, 2013.

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**BARBARA M. BALDING**, Chair  
Boise County Board of Commissioners

**Attest:**

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MARY T. PRISCO, Clerk to the Board