

BOISE COUNTY BOARD OF COMMISSIONERS  
TUESDAY, NOVEMBER 5<sup>th</sup>, 2013  
BOISE COUNTY COMMISSIONER'S ROOM  
**OFFICIAL MEETING MINUTES**

**Present:** Chair Balding, Commissioner Wilkins, Commissioner Anderson, Clerk Prisco, Treasurer Hutchings and Assessor Adamson.

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

**COMMISSIONER DISCUSSION/COMMITTEE REPORTS:** Chair Balding reported on the monthly Department Head/Elected Officials meeting of Monday, October 28<sup>th</sup>, 2013.

Commissioner Anderson also attended the DH/EO meeting and found it to be enlightening. Commissioner Anderson attended the Scenic Byway Summit meeting and brought back a copy of the Valley County Economic Development Strategic Plan.

Commissioner Wilkins did not have any committee reports.

Commissioner Anderson discussed a draft of policies and procedures, regarding administrative procedures associated with the Clerk's office and responsibilities. The item will be addressed and discussed further at a future meeting, after everyone has had the opportunity to review Commissioner Anderson's changes.

**CONSTITUENT INPUT:** There was none.

**AMENDMENTS TO THE AGENDA:** There were none.

**MINUTES:** Commissioner Anderson MOTIONED to approve the minutes, as changed, for the October 22<sup>nd</sup>, 2013 Boise County Board of Commissioners meeting. Chair Balding SECONDED. Roll call vote: Commissioner Wilkins-aye; Chair Balding-aye; Commissioner Anderson-aye; motion passed unanimously.

**DEPARTMENTAL ISSUES:** Road Department Superintendent, Bill Jones, reported to the Commission that one of the Road & Bridge east county employees has left for a better paying position. Mr. Jones asked if he may advertise for a seasonal employee for the winter months. Chair Balding MOTIONED to allow Road Superintendent, Bill Jones, to advertise for a seasonal employee. Commissioner Anderson SECONDED. Roll call vote: Commissioner Wilkins-nay; Chair Balding-aye; Commissioner Anderson-aye; motion passed.

**CONTRACTS/AGREEMENTS/GRANTS:** Commissioner Anderson MOTIONED to approve the change order for the South Fork Payette Bridge project, ST3826, Key #09986, in the amount of \$40,318.08, to provide portable traffic signals and that the change order does not require any additional funds from Boise County. Chair Balding SECONDED. Roll call vote: Commissioner Wilkins-aye; Chair Balding-aye; Commissioner Anderson-aye; motion passed unanimously.

**DEMAND WARRANTS:** There were none.

Chair Balding MOTIONED to take a short break. Commissioner Anderson SECONDED. All ayes; motion passed.

**INDIGENT:** Chair Balding MOTIONED to go into executive session for I.C. 67-2345(1)(d), to discuss placing a lien on indigent case 13-10-B. Commissioner Wilkins SECONDED. Roll call vote: Commissioner Wilkins-aye; Chair Balding-aye; Commissioner Anderson-aye; motion passed unanimously. Chair Balding MOTIONED to place a lien on the following case: 13-10-B. Commissioner Wilkins SECONDED. Roll call vote: Commissioner Wilkins-aye; Chair Balding-aye; Commissioner Anderson-aye; motion passed unanimously.

Chair Balding MOTIONED to recess until 11:00 a.m. for PA Issues. Commissioner Wilkins SECONDED. All ayes; motion passed.

**PA ISSUES:** Arrow Rock Road Contract - Alan Lake, Atlanta Highway District Commissioner, and Dave Gill, Atlanta Highway District Superintendent, were both in attendance and discussed various issues regarding the maintenance of the road, including winter snow removal. Commissioner Wilkins MOTIONED that we direct the Road Department to do the maintenance on the Arrow Rock Road, due to the fact that AHD had returned and rejected the revised agreement, and to advertise/post notice of such, and to notify the Elmore County Commission of the decision. Chair Balding SECONDED. Discussion: Commissioner Anderson asked for clarification of the motion. Prosecutor Gee asked for a friendly amendment to the motion to state "no snow removal". Commissioner Wilkins AMENDED her MOTION to clarify that we will not do any snow removal. Further discussion of the matter took place. Commissioner Wilkins RESCINDED her MOTION and Chair Balding RESCINDED her SECOND. Commissioner Wilkins MOTIONED that, due to the return and rejection of the Road Maintenance Agreement with AHD, that Boise County will assume the maintenance of Arrow Rock Road at the discretion of the Road Superintendent, sign and post that there will be no winter road maintenance from November 1<sup>st</sup> through May 1<sup>st</sup>. Chair Balding SECONDED. Roll call vote: Commissioner Wilkins-aye; Chair Balding-aye; Commissioner Anderson-aye; motion passed unanimously. Commissioner Wilkins requested that a letter be sent to the Elmore County Board of County Commissioners letting them know of the (Board's) intent and the possible impact to their citizens and if they have solution, we would be open to meeting with them. Commissioner Wilkins directed the Road Department to advertise in the Idaho Statesman, the Idaho World and the County website, for at least 30 days notification that we will not be doing any road maintenance from November 1<sup>st</sup> through May 1<sup>st</sup>.

Budget Legal Opinion: Prosecutor Gee addressed the Board regarding the opinion that he prepared for the special meeting of Monday, November 4<sup>th</sup>, 2013 and the definition of "during the year". Prosecutor Gee stated that he responded to the question of I.C. 31-1605, regarding "during the year", meaning the time period of October 1<sup>st</sup> through September 30<sup>th</sup>, of any given fiscal year.

Commissioner Wilkins MOTIONED to recess for lunch until 1:30 p.m. Chair Balding SECONDED. All ayes; motion passed.

**WELLS FARGO PROCUREMENT CARD:** Roy Kyle and Joel Thire, Wells Fargo Bank, were in attendance, provided a handout of information to those present, and reviewed the information with the Board. The presentation was followed with a question and answer period.

**PLANNING & ZONING:** Extension request for Rendezvous Point Subdivision – requesting a one year extension. Kevin LoPiccolo, Planning & Zoning Administrator, read the staff report into the record. The Board discussed an extension fee. Prosecutor Gee stated that it is anticipated that there will be more of these requests upcoming. Currently there is no subdivision fee schedule/resolution. Commissioner Anderson MOTIONED to table the request for extension until such time that a fee schedule has been determined and approved by the Board. MOTION DIED for a lack of a second. Commissioner Wilkins MOTIONED to give Rendezvous Point Subdivision a time extension of one year, with the following condition: that they are subject to the terms of any

amendments to the County's development ordinances, including the adoption of the Unified Development Ordinance, if approved prior to the final plat application. Chair Balding SECONDED. Roll call vote: Commissioner Wilkins-aye; Chair Balding-aye; Commissioner Anderson-nay; motion passed.

Commissioner Wilkins MOTIONED, as a continuation of first motion, with a date certain: will start November 5<sup>th</sup>, 2013 and the last date will be October 26<sup>th</sup>, 2014. Chair Balding SECONDED. Roll call vote: Commissioner Wilkins-aye; Chair Balding-aye; Commissioner Anderson-aye; motion passed unanimously.

**SAFETY COMMITTEE DISCUSSION:** The Board discussed the topic with Clerk Prisco, Chief Administrator Woodstrom and Deputy Clerk Julian. The group made a determination that, going forward, any workman compensation related to accident reports, would be submitted with redaction of the employee information, to the Board. Additionally, Deputy Clerk Julian will send the Accident Reporting Policy acknowledgment out to all employees, again, and provide a deadline of November 20<sup>th</sup> for the signed return of the acknowledgment. The subject may be included as a topic of discussion at the next Department Head/Elected Officials meeting.

**MISCELLANEOUS & CORRESPONDENCE:** There were none.

**FUTURE AGENDA TOPICS REVIEW:**

- Strategic plan for implementing gaming in Boise County-TBD.
- Cost Share Agreement: Snow Groomer agreements for both 8A and 8B units- November 12<sup>th</sup>, 2013.
- Administrative procedures related to the clerk's office-TBD.
- Letter to Elmore County Commission re: intent of BOCC on winter maintenance of Arrow Rock Road and resolution of maintenance and funding matters. Commissioner Wilkins to draft, agenda TBD.
- Kevin LoPiccolo, Departmental Issues, for extension requests and fees – November 12<sup>th</sup> agenda.
- Next EO/DH meeting – accident reporting policy acknowledgments (any deficiencies) and any safety issues that arise before that time.
- December 3<sup>rd</sup>, 2013: public hearing for P&Z extension requests and associated fees.
- Resolution revision on inventory purchases (\$50 floor, etc.) – Commissioner discussion – date TBD.

Chair Balding MOTIONED to adjourn the meeting until November 12<sup>th</sup>, 2013. Commissioner Wilkins SECONDED. All ayes; motion passed.

Approved this 3<sup>rd</sup> day of December, 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