

BOISE COUNTY BOARD OF COMMISSIONERS
MONDAY, NOVEMBER 18th, 2013
BOISE COUNTY COMMISSIONER'S ROOM
OFFICIAL MEETING MINUTES

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

Chair Balding called the meeting to order at 9:02 a.m. and the Pledge of Allegiance was recited.

COMMISSIONER DISCUSSION/COMMITTEE REPORTS: Chair Balding stated she attended the EBCAD meeting and presented the medical one stop shop as requested by Commissioner Anderson.

Commissioner Wilkins attended the ID Snowmobile Parks & Recreation meeting for Chair Balding where they reviewed the Annual Operating Plan. A portion of the area near Pilots Peak has been closed by NEPA so that area will not be groomed this winter.

Commissioner Anderson stated she attended the City of Crouch meeting where the Youren property was discussed.

It was also discussed that the City of Crouch is not going forward with the water grant. Commissioner Anderson stated she attended the Emergency Planning Committee Winter Preparedness meeting in Crouch.

Commissioner Anderson stated she attended a status call for the Karney fire costs.

Chair Balding spoke regarding the letter to the editor from Commissioner Anderson. Chair Balding read her statement, concerning this letter, into the record.

Procurement cards discussion – Clerk Prisco stated she & Deputy Klingner have not had the opportunity to discuss this issue further with Wells Fargo. Commissioner Anderson spoke about the \$40,000 minimum that would need to be spent or does the County have to pay a fee if we don't meet the minimum. Commissioner Anderson asked for a copy of both presentations from Wells Fargo and Bank of America. Deputy Klingner stated that we already have a relationship with Wells Fargo but not with Bank of America.

Administrative Procedures – this was the policies and procedures document previously and Commissioner Anderson asked the name to be changed to Administrative Procedures. The Administrative Procedures will be tabled to a later date per Chair Balding.

Chair Balding spoke about the Arrow Rock Road issue. Chair Balding stated that signs went up, ads were placed in the newspaper and emails were sent. Commissioner Anderson stated she received an email from a contractor asking to bid for maintaining the road. Clerk Prisco stated that a letter was received from Atlanta Highway District in which they wish to work with the County on this issue.

CONSTITUENT INPUT: Jayne Reed, Garden Valley spoke about an email concerning a meeting to be held last Friday. Ms. Reed stated that there was a motion but they never had the meeting. Ms. Reed asked about procedures.

Mary Prisco, Robie Creek Road, made a statement about the Letter to the Editor in the Idaho World from Commissioner Anderson. Commissioner Anderson started speaking about a resolution, Commissioner Wilkins stopped the conversation and stated that this is constituent input, not discussion.

AMENDMENTS TO THE AGENDA: There were no amendments.

MINUTES: Chair Balding MOTIONED to approve the minutes as presented for September 5th and October 25th and October 29th as corrected. Commissioner Anderson SECONDED. Roll call vote: Commissioner Wilkins –aye; Commissioner Anderson – aye; Chair Balding – aye; motion passed unanimously. Chair Balding MOTIONED approve the official minutes of Friday, October 11th, with corrections. Commissioner Anderson SECONDED. Roll call vote: Commissioner Wilkins –aye; Commissioner Anderson – aye; Chair Balding – aye; motion passed unanimously.

DEPARTMENTAL ISSUES: Assessor Adamson presented a payroll change request for C. Juszczak for completion of his probation period. Commissioner Anderson MOTIONED to approve the pay addition to reflect the 6 month probation completion by Chris Juszczak and a yearly salary at \$25,500. Chair Balding SECONDED. Roll call vote: Commissioner Wilkins – nay; Chair Balding – aye; Commissioner Anderson – aye, motion passed. Assessor Adamson spoke about the final draft of the Personnel Policy and stated he did not see the change on the part about the holiday pay. Mr. Adamson stated that it is not fair as some employees work 8 hours, some 10 and some 11. Mr. Adamson stated he would like to discuss this in the near future.

Sheriff's Department – payroll change requests (2). David Lee for shortage for the Horseshoe Bend Contract and Robert Hastie who has completed his training/certification for senior dispatch. Commissioner Wilkins stated the paperwork is incomplete as there are no job descriptions attached. Clerk Prisco asked to be able to talk to Sheriff Roeber and get the information completed. The Board will discuss this again during Miscellaneous.

Treasurer/Auditor Quarterly Report – Commissioner Anderson asked for the detail for the Jr. College disbursement. Clerk Prisco spoke about the Jr. College fund while Deputy Klingner runs the report for the Board. Clerk Prisco is reviewing the information with the Board. The Board stated to table this until the Miscellaneous portion of the meeting this afternoon.

ISSUE TRACKING: Nothing was presented or discussed.

CONTRACTS/AGREEMENTS/GRANTS: Intermountain Hospital Agreement – this document concerns mental holds in Boise County. Prosecutor Gee spoke about the agreement and asked that this be tabled as he has some changes he would like make to the document.

Bailey & Co. engagement letter – Prosecutor Gee stated he had verbiage added into the document. Clerk Prisco verified that a paragraph was added. Commissioner Wilkins MOTIONED to sign the Bailey & Co. contract as presented by the Prosecuting Attorney. Chair Balding SECONDED. Roll call vote: Commissioner Wilkins –aye; Commissioner Anderson – aye; Chair Balding – aye; motion passed unanimously. Bailey & Co. will be here the week of December 2nd to do the audit. The Commissioner meeting will be at the Public Safety Building on December 3rd.

DEMAND WARRANTS: A demand warrant to Holladay Engineering on the Crouch Bridge Project, \$345.68, was presented. Commissioner Anderson MOTIONED to approve the demand warrant to Holladay Engineering for the expenses associated with the environmental evaluation in the amount of \$345.68, invoice #40058. Chair Balding SECONDED. Roll call vote: Commissioner Wilkins – nay; Commissioner Anderson – aye; Chair Balding - aye, motion passed. A demand warrant to Verizon from the Road Department, \$128.11, invoice #1232443035, was presented. Chair Balding MOTIONED to pay the demand warrant to Verizon Wireless for Mr. Jones, invoice #1232443035, for the period of September 16th through October 16th, in the

amount of \$128.11, for his cell phone. Commissioner Anderson SECONDED. Roll call vote: Commissioner Wilkins – nay; Commissioner Anderson – aye; Chair Balding – aye, motion passed.

INDIGENT: Chair Balding MOTIONED to go into executive session per I.C. 67-2345(1)(d), to discuss indigent case 13-08-E. Commissioner Wilkins SECONDED. Roll call vote: Commissioner Wilkins –aye; Commissioner Anderson – aye; Chair Balding – aye; motion passed unanimously. Coming out of executive session, Chair Balding MOTIONED to approve case 13-08-E. Commissioner Wilkins SECONDED. Roll call vote: Commissioner Wilkins – aye; Commissioner Anderson – aye; Chair Balding – aye; motion passed unanimously.

PA ISSUES: Prosecutor Gee discussed the issue of the Prosecutor’s office heating unit that has failed. Prosecutor Gee stated his office has obtained three bids and there will be a \$250 deductible from Douglas Management on the lease agreement.

Prosecutor Gee stated he is in process on the Dennett-Simione easement purchase and the specification of the slope agreement.

Prosecutor Gee stated he received communications from a Horseshoe Bend constituent regarding local fundraising and the Prosecutor stated that they need to work with Sheriff Roeber on the matter. Prosecutor Gee stated this has reminded him of the subject of future legislation regarding gaming within the county. He also stated that Shoshone County has gone through this and could be used as a resource. During this discussion, Garden Valley area poker playing was brought up by Commissioner Anderson. Prosecutor Gee stated he would look into the matter.

Chair Balding MOTIONED to go into executive session under 67-2345(1)(b), personnel. Commissioner Wilkins SECONDED. Roll call vote: Commissioner Wilkins –aye; Commissioner Anderson – aye; Chair Balding – aye; motion passed unanimously. Coming back on the record after an executive session for personnel, Chair Balding MOTIONED to have Prosecutor Gee draft a letter for the individual. Commissioner Anderson SECONDED. Roll call vote: Commissioner Wilkins –aye; Commissioner Anderson – aye; Chair Balding – aye; motion passed unanimously.

Prosecutor Gee spoke about a letter to Mr. Roberts on reinstatement from PERSI time off. Chair Balding MOTIONED to continue the executive session 67-2345(1)(b) and include Sheriff Roeber in the session. Commissioner Anderson SECONDED. Roll call vote: Commissioner Wilkins – aye; Commissioner Anderson – aye; Chair Balding – aye; motion passed unanimously. Coming out of the continued executive session, Chair Balding stated that the Board had a letter before them to sign. Commissioner Anderson MOTIONED to sign the letter to Mr. Roberts, presented by Prosecutor Gee. Chair Balding SECONDED. Roll call vote: Commissioner Wilkins – aye; Commissioner Anderson – aye; Chair Balding – aye; motion passed unanimously.

REALTOR CONTRACT: The Board discussed the Mores Creek Rim Ranch property in Subdivision 1 which is owned by Boise County. Chair Balding stated she met with Realtor Jacque Moore (in attendance) and presented a contract for review. Ms. Moore presented a standard listing agreement and discussed how many places the listing can be viewed. Ms. Moore stated that this is an unconventional piece of property and she is also having all aspects checked; power, well, sewer, septic, etc. Ms. Moore stated she would list it in the \$35,000 to \$45,000 price range for selling and that the property should be sold “as is”. Prosecutor Gee spoke about the cancellation portion of the policy and would like to have it removed from the contract. Ms. Moore stated to cross out and initial what we want taken out of that part of the policy. Commissioner Anderson stated she would like Boise County to enter into a contract with Realtor Moore. Chair Balding agrees and that it should be listed for \$44,900. Commissioner Anderson MOTIONED that we enter into the Sellers Representation Agreement with ERA Westwind, Jacque Moore as agent, that we

exclude item D and authorize the Chair to sign on our behalf, the sellers disclosure agreement to be presented later today and also a Chair signature on the agency disclosure brochure with a listing price of \$44,900. Chair Balding SECONDED. Roll call vote: Commissioner Wilkins – aye; Commissioner Anderson – aye; Chair Balding – aye; motion passed unanimously.

DESIGNATED HEALTHCARE PROVIDER DISCUSSION: This discussion is pertaining to Workman’s Compensation claims. Margaret Kemp from St. Luke’s and Jennifer Reymont from State Insurance Fund are in attendance. Ms. Reymont presented handouts concerning the preferred medical provider program. Ms. Reymont stated that having a designated provider helps with managing claims. Ms. Kemp gave a handout, of their program, and spoke about it. Ms. Kemp stated that any of their facilities would be considered “urgent care” for work related injuries and the employee would see an occupational provider. Ms. Kemp spoke of the cost for the work injury program. Ms. Kemp stated they will train the Elected Officials and Department Heads on this Occupational Health Services Program, if we go forward. Ms. Kemp stated that EBCAD is a member of the Occupational Health Services Program. There was discussion on doing the drug testing program through St. Luke’s. Ms. Kemp stated that if we choose them, they would like to attend an Elected Officials/Department Head meeting to discuss it. Jennifer Reymont stated that Boise County may be eligible for a 5% discount and that there is criteria that needs to be met for this.

MISCELLANEOUS & CORRESPONDENCE:

- Sheriff’s Department – 2 payroll requests (from Departmental Issues this morning):
D. Lee (Sheriff’s Reserves) to work 3 days a week on the Horseshoe Bend Contract, not to exceed 5 months total. Sheriff Roeber has included that in the job description. Chair Balding MOTIONED that Sheriff Roeber hires David Lee, currently a reserve deputy, to help with our shortage with the Horseshoe Bend Contract, not to exceed 5 months. Commissioner Anderson SECONDED. Roll call vote: Commissioner Wilkins – aye; Commissioner Anderson – aye; Chair Balding – aye; motion passed unanimously.
R. Hastie, Dispatch, updating status to senior dispatch. Chair Balding MOTIONED to approve the employee in question moving into a vacated level III dispatcher, effective with the next pay period (starting December 1st). Commissioner Anderson SECONDED. Roll call vote: Commissioner Wilkins – nay; Chair Balding – aye; Commissioner Anderson - aye, motion passed.
- Snowmobile Trail Grooming Program 8A (IC area) Operation Plan FY 2014: Commissioner Anderson MOTIONED to approve the FY 2013-/2014 Challenge Cost Share Agreement between ID Department of Parks and Recreation, Boise County, State of Idaho and USDA Forest Service for the Snowmobile Trail Grooming Program in 8A with the understanding that #6 (that acquired permission) means “asking permission” and that we direct the Chair to sign the agreement (11-CS11040203-017). Chair Balding SECONDED. Roll call vote: Commissioner Wilkins – aye; Commissioner Anderson – aye; Chair Balding – aye; motion passed unanimously.
- Treasurer/Auditor Qrtly Report: Chair Balding MOTIONED to approve and accept the Treasurer/Auditor Joint Qrtly Report as presented. Commissioner Wilkins SECONDED. Commissioner Anderson stated that the Jr. College Fund was not adjusted. Clerk Prisco stated expenses were paid out of 2013 and the checks were cashed so we could not take funds out of 2014. Chair Balding accepted Clerk Prisco’s explanation. Roll call vote: Commissioner Wilkins – aye; Commissioner Anderson – nay; Chair Balding – aye, motion passed.
- Letter to Idaho City Historical Foundation on copyrights – as critiqued by Prosecutor Gee. Chair Balding MOTIONED to sign the letter to Joyce Obland, Vice President of the ICHF in regards to the Bricks & Boardwalks copyrights. Commissioner Anderson

SECONDED. Roll call vote: Commissioner Wilkins – aye; Commissioner Anderson – aye; Chair Balding – aye; motion passed unanimously.

Commissioner Anderson stated Boise County was part of an award that was presented by Smart Growth.

Commissioner Anderson stated she sent out Technology meeting minutes and stated that they talked about getting computers for kids in Boise County and Sheriff Roeber will have the hard drives wiped clean.

Commissioner Anderson spoke about the partnership for rural America.

Commissioner Anderson stated she received an email from the Crouch Ambulance and they have secured a medical director. Commissioner Anderson would like to send a thank you to Dr. Koenig for his service with EBCAD. She will draft a note and bring it before the Board for signatures.

Chair Balding spoke about a letter from the Atlanta Highway District and stated that we still have not heard from the Elmore County Commissioners.

EBCAD UPDATE: Chair Balding MOTIONED to sit as the Governing Board of EBCAD.

Commissioner Anderson SECONDED. Roll call vote: Commissioner Wilkins – aye; Commissioner Anderson – aye; Chair Balding – aye; motion passed unanimously. Jerry Newland gave updates: EBCAD has had members resigning, they are finalizing worker's compensation paperwork, they have ICRMP facility coverage, they have reviewed three mass gatherings and their Board approves all and online EMT training.

Mr. Newland spoke about the transition of Community Justice into the old library building and EBCAD totally acquiring the building they are currently in. Mr. Newland stated they will need to discuss the lease and other particulars with the city officials. The Board of Commissioners told Mr. Newland to move forward with going to the City of Idaho City Council meeting to discuss the lease.

Chair Barbara spoke about the Occupational Health Services Program from earlier today.

Commissioner Anderson stated she has information for Mr. Newland to review and take to the EBCAD Board. Mr. Newland updated the Board concerning time and service, spoke about needing a resolution for the personal property that EBCAD took from the old library surplus and inventory that was obtained by grants.

FUTURE AGENDA TOPICS REVIEW: Procurement card discussion with Band Of America, Personnel Policy – holiday pay, Intermountain Hospital Agreement.

No meeting the week of November 25th, Department Head meeting/bills: meet this Friday, November 22nd, 10:00 am for bills, Atlanta Highway District and PERSI. Chair Balding MOTIONED to have a meeting this Friday, November 22nd. Commissioner Anderson SECONDED. Roll call vote: Commissioner Wilkins – aye; Commissioner Anderson – aye; Chair Balding – aye; motion passed unanimously.

Chair Balding MOTIONED to adjourn, Commissioner Wilkins SECONDED. All ayes, motion carried.

Approved this 7th day of January, 2014.

BARBARA M. BALDING, Chair
Boise County Board of Commissioners

Attest:

MARY T. PRISCO, Clerk to the Board