

BOISE COUNTY BOARD OF COMMISSIONERS  
TUESDAY, DECEMBER 17<sup>th</sup>, 2013  
BOISE COUNTY COMMISSIONER'S ROOM  
**OFFICIAL MEETING MINUTES**

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

Chair Balding called the meeting to order at 9:00 a.m. and the Pledge of Allegiance was recited.

**COMMISSIONER DISCUSSION/COMMITTEE REPORTS:** Chair Balding met with Central District Health where their discussion included the Armstrong building remodel, schedule for 2014 board meetings and behavioral health.

Commissioner Wilkins had nothing to report.

Commissioner Anderson attended the Idaho Association Taxpayers Annual Conference, the City of Crouch meeting and a meeting with the Forest Service, Road Department, Prosecutor Gee and P&Z Administrator LoPiccolo to discuss the supplemental environmental assessment.

Commissioner Anderson spoke about the revisions of the administrative procedures document and thought it and a resolution should be ready to sign today.

St. Luke's Occupational Health Services - Commissioner Anderson prepared a draft resolution for signature today. Chair Balding stated she would like to have this on a separate agenda but Commissioner Anderson wants to add this discussion to later today. Chair Balding stated it could be discussed during Miscellaneous and Correspondence.

**CONSTITUENT INPUT:** Jayne Reed, Garden Valley, stated that last November the Commissioners discussed the fund balance analysis and she hasn't heard anything further nor how much the PILT shortfall is.

Barbara Gardner (Gardner Construction), Idaho City, spoke about the Atlanta Road issue and asked if the Board will be putting the contract out for bid. Chair Balding stated there is a contract in the works with Atlanta Highway District for snow removal. Barbara Gardner stated there would be contractors that would like to bid if the County would be interested.

**AMENDMENTS TO THE AGENDA:** Commissioner Anderson MOTIONED to review and sign two resolutions; surplus unused computer equipment and one to designate a medical care provider for Workers Compensation purposes, due to short meeting schedule and timing. Commissioner Wilkins SECONDED. The resolutions will be on at 4:00 pm during Miscellaneous and Correspondence. Roll call vote: Chair Balding-aye; Commissioner Anderson-aye; Commissioner Wilkins-aye, motion passed unanimously.

**MINUTES:** Nothing was presented.

**DEPARTMENTAL ISSUES:** Noxious Weeds - BBCWMA and UPCWMA Cost Share Applications – Mike Bottoms presented the information and he and assistant, Paul Rekow, answered questions. Commissioner Anderson MOTIONED to approve the 2014 ID State Department of Agriculture cost share Noxious Weeds request for 2014 and CWMA Upper at \$22,050 and Boise Basin CWMA \$4,200. Chair Balding SECONDED. Roll call vote: Chair Balding-aye; Commissioner Anderson-aye; Commissioner Wilkins-aye, motion passed unanimously.

Commissioner Anderson MOTIONED to approve the ID Department of Agriculture CWMA. Chair Balding SECONDED. Roll call vote: Chair Balding-aye; Commissioner Anderson-aye; Commissioner Wilkins-aye, motion passed unanimously.

Polar Bear Challenge Mass Gathering – John Roberts (Emergency Management Coordinator, presented information on the event and there was discussion on Gina Turner’s position on the committee. Chair Balding MOTIONED to approve the mass gathering for the Polar Bear Challenge, Make a Wish Foundation, on January 1<sup>st</sup>, 2014 at the Lucky Peak Marina. Commissioner Anderson SECONDED. Roll call vote: Chair Balding-aye; Commissioner Anderson-aye; Commissioner Wilkins-aye, motion passed unanimously. Mr. Roberts handed the Board the signature page but did not give to the Clerk’s office for filing.

Emergency Management Coordinator, John Roberts, spoke about the Mass Gathering review committee and what the role would be.

Community Justice – Old library building update – Valarie Delyea was in attendance and gave an update. Ms. Delyea presented bids from White Electric and Western Plumbing and a floorplan of the building. Chair Balding MOTIONED to have Ms. Delyea to move forward and get into the building as quickly as possible and keep us updated. Commissioner Anderson SECONDED. Roll call vote: Chair Balding-aye; Commissioner Anderson-aye; Commissioner Wilkins-aye, motion passed unanimously.

Sheriff Roeber introduced Michael Baker, new law enforcement deputy. Sheriff Roeber stated he will be going to POST on January 5<sup>th</sup>.

Assessor Adamson spoke about the assignment of parcel numbers for Crouch Bridge R-O-W’s. Prosecutor Gee is also in attendance for this conversation. Mr. Adamson asked where do we go with the taxes portion of this issue. Boise County has owned the property since 2011 per Commissioner Anderson. Prosecutor Gee stated to prorate on what taxes are owed. The property is unbuildable per Prosecutor Gee and Assessor Adamson.

Assessor spoke about the Simeone property and stated that he would like to see a deed on the remainder of the property. Assessor Adamson asked about a slope easement? Commissioner Anderson spoke about this and stated that it is part of the road.

**CONTRACTS/AGREEMENTS/GRANTS:** Emergency Management – Central District Health Agreement – John Roberts presented a \$64,000 grant to purchase a generator and supplies. Chair Balding MOTIONED to enter into the agreement with Central District Health, as we have in years past, for the ASPR Grant in the amount of \$64,000. Commissioner Anderson SECONDED. Roll call vote: Chair Balding-aye; Commissioner Anderson-aye; Commissioner Wilkins-aye, motion passed unanimously.

Roller Lease Resolution (Western States) – Prosecutor Gee has reviewed the packet and stated that he has reviewed both the contract and the sales agreement related to the purchase and warranty of equipment for the Road Department. Chair Balding MOTIONED to approve Resolution 2014-12, entering into a lease agreement for a roller with Caterpillar Financial Services Corporation, with a notation that the sales agreement is subject to the terms and conditions of a governmental lease purchase agreement dated December 17<sup>th</sup>, 2013, between the parties. Commissioner Anderson SECONDED. Roll call vote: Chair Balding-aye; Commissioner Anderson-aye; Commissioner Wilkins-aye, motion passed unanimously.

Chair Balding MOTIONED to sign the demand warrant for the first payment for this agreement, in the amount of \$3,812.83, which needs to be negotiated along with the attached. Commissioner

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

**DEMAND WARRANTS:** Chair Balding MOTIONED to make a demand payment to Geographic Mapping Consultants, Inc. for the GIS Re-alignment Project, funded by Title III funds, in the amount of \$3,227.00. Commissioner Anderson SECONDED. Roll call vote: Chair Balding-aye; Commissioner Anderson-aye; Commissioner Wilkins-aye, motion passed unanimously.

**INDIGENT:** Chair Balding MOTIONED to go into executive session per I.C. 67-2345(1)(d) to discuss indigent cases 13-12-A and 13-12-B. Commissioner Anderson SECONDED. Roll call vote: Chair Balding-aye; Commissioner Anderson-aye; Commissioner Wilkins-aye, motion passed unanimously. Coming out of executive session, Chair Balding made a MOTION to sign the lien on case 13-12-B and to table case 13-12-A until the meeting of January 7<sup>th</sup>, 2014. Commissioner Wilkins SECONDED. Roll call vote: Chair Balding-aye; Commissioner Anderson-aye; Commissioner Wilkins-aye, motion passed unanimously.

**PA ISSUES:** Prosecutor Gee discussed two matters in public session. The first was documentation received in the early morning hours of today, from Elmore County Prosecutor Buzz Grant, regarding the Arrow Rock Road Maintenance Agreement. Prosecutor Gee notes for discussion; they (Elmore County Commissioners) have essentially linked this Boards approval of a proposed amendment with their execution of their agreement. Prosecutor Gee discussed the agreement, as it currently stands, including equipment rates and the \$10,000 ceiling. For the record, Commissioner Wilkins pointed out that the contract the Elmore Board of County Commissioners signed, included the original rates that were submitted to Boise County, in October 2013, by the Atlanta Highway District. Prosecutor Gee stated that he is in the process of drafting a letter from the Boise County Prosecutor and Clerk, regarding an email sent by Laura Lantz, Idaho Association of Highway Districts Director, received late on Friday, December 13<sup>th</sup>. Clerk Prisco stated that Ms. Lantz has called repeatedly requesting to schedule a meeting with the Boise County Commissioners and other entities.

Chair Balding MOTIONED to go into executive session under I.C. 67-2345(1)(f) for litigation and (1)(b) for personnel. Commissioner Anderson SECONDED. Roll call vote: Chair Balding-aye; Commissioner Anderson-aye; Commissioner Wilkins-aye, motion passed unanimously. Coming out of executive session, Chair Balding stated that no action was taken.

Prosecutor Gee explained the reason for the extension of the Prosecutor's time slot and that it be in public discussion as it is a budgetary matter. Coroner Garlock and Chief Deputy Coroner Johnson were present. Coroner Garlock stated that with the change in classification of Deputy Coroner pay (from stipend pay to an hourly rate), paying Deputy Coroners for attending training was not contemplated. Coroner Garlock also discussed paying these (permanent part-time) employees for holiday pay. As the item was not agendaized, Prosecutor Gee recommended that the Board place the topic on a future agenda for discussion and deliberation.

**BOARD OF EQUALIZATION APPEAL HEARING:** The Loesch Family Trust, parcel #PR09N03E310650 was presented. Chair Balding closed the Board of County Commissioners meeting and opened the Board of Equalization hearing. Clerk Prisco administered oaths to Boise County Appraiser Jim Steffen and Boise County Assessor Adamson; two statements from the appellant were read into the record. Mr. Steffen presented the Assessor's side of the appeal case. Chair Balding MOTIONED to sustain the Assessor's value. Commissioner Anderson SECONDED.

Roll call vote: Chair Balding-aye; Commissioner Anderson-aye; Commissioner Wilkins-aye, motion passed unanimously.

**ROAD DEPARTMENT:** Bill Jones, Road Superintendent, stated that no changes have been made to the electronic map from ITD. Mr. Jones stated that three maps need to be signed and Boise County will keep one. Assistant Marilyn Newman was also in attendance.

Mileage Report & Annual Financial Report - Commissioner Anderson stated she spent a lot of time looking at the product. Four items to be aware of: 2 reimbursements (June & July) that were put in the Justice Fund, not the Road Dept. Commissioner Anderson stated that the Clerk's office will be asked to change where the funds are to go. The two other reimbursements were the ROW for Simeone/Dennett and the Spring Report from Mr. Blessinger. Commissioner Anderson MOTIONED to approve the Annual Financial Report for 2013 and the GEO Mileage Report for FY 2013 and for Chair Balding to also sign the paper map for the 2013 and sign three copies of the report. Chair Balding SECONDED. Roll call vote: Chair Balding-aye; Commissioner Anderson-aye; Commissioner Wilkins-aye, motion passed unanimously.

Road Department Pavement Plan – Mr. Jones and the Board talked about a long term plan.

Road Department payroll request – Michael Hunt and Dony Root. Chair Balding MOTIONED to approve the payroll increase for their 6 month probation increases for Mr. Root and Mr. Hunt. Commissioner Anderson SECONDED. Roll call vote: Chair Balding-aye; Commissioner Anderson-aye; Commissioner Wilkins-aye, motion passed unanimously.

**PLANNING & ZONING:** Administrator LoPiccolo presented a one year time extension request for the Northridge at Terrace Lakes Subdivision. Mr. LoPiccolo spoke of the staff report information. Lonnie Bramon, Garden Valley, spoke about the extension and stated that the power is now on. Commissioner Anderson spoke about conditions for a preliminary plat and asked what is left to do before approval. Commissioner Anderson MOTIONED to approve the time extension for Lonnie Bramon for the Northridge at Terrace Lakes Subdivision, that the applicant is requesting a one year time extension to commence final plat application for the Northridge at Terrace Lakes Subdivision, the applicant has received three time extension approvals from the Board of County Commissioners on 11-17-08 the approval was for a 118 acre parcels to be divided into a 49 lot subdivision. For this request, the board finds and concludes the following regarding the standards of review for time extension found in Boise County Subdivision Ordinance Chapter 5 and 9; condition of approval that the applicant accept the terms and any amendments to any BC development and land ordinances including the adoption of the UDO if approved prior to plat final application and the order based on the FCO's contained herein the Boise County Commissioners approve a one year extension for the Northridge at Terrace Lakes Subdivision as condition. Chair Balding SECONDED. Roll call vote: Commissioner Wilkins-nay; Chair Balding; Commissioner Anderson-aye; motion passed.

**PLANNING & ZONING:** Administrator LoPiccolo presented a road name change request from Tamarack Avenue to Nashotah Way. There was much discussion on changing a road name in a subdivision so Chair Balding MOTIONED to table this in order to gather more information. Commissioner Anderson SECONDED. Roll call vote: Chair Balding-aye; Commissioner Anderson-aye; Commissioner Wilkins-aye; motion passed unanimously.

Chair Balding MOTIONED to go back into executive session under I.C. 67-2345(1)(b), personnel, and 67-2345(1)(f), pending litigation. Commissioner Anderson SECONDED. Roll call vote: Chair Balding-aye; Commissioner Anderson-aye; Commissioner Wilkins-aye, motion passed unanimously. Coming out of executive session, Chair Balding stated that no action was taken.

Chair Balding stated, for the record, that Kevin LoPiccolo, P&Z Administrator, has tendered his resignation and his last day will be December 31<sup>st</sup>, 2013.

**EBCAD UPDATE:** Chair Balding MOTIONED to recess the meeting as the Board of County Commissioners and sit as the EBCAD Governing Board. Commissioner Wilkins SECONDED. Roll call vote: Chair Balding-aye; Commissioner Anderson-aye; Commissioner Wilkins-aye, motion passed unanimously.

Jerry Newland, EBCAD Director of Operations, made the monthly presentation to the governing board. Mr. Newland discussed his attempt to receive a fuel card and the need for financial information and the signature of legal counsel.

Chair Balding MOTIONED to recess from the EBCAD Governing Board and reconvene as the Board of County Commissioners.

Prosecutor Gee presented a revised agreement for Arrow Rock Road. Commissioner Anderson MOTIONED for Boise County to approve the first amendment to the Road Maintenance Agreement regarding Arrow Rock Road Contract for winter maintenance on the Arrow Rock Road and removing any reference to the hourly rate, and that the original document stands and the numbers will be changed by the Prosecutor which is shown on the first amendment and provide our signatures executing such. Chair Balding SECONDED. Roll call vote: Commissioner Wilkins-nay; Commissioner Anderson-aye; Chair Balding -aye; motion passed.

#### **MISCELLANEOUS & CORRESPONDENCE:**

- Procurement Card discussion: Deputy Auditor Klingner updated the Commission on the information that was recently received by Wells Fargo regarding a procurement card system. The Board tabled this to another date.
- Liquor License application – Idaho XSports: Chair Balding MOTIONED to approve the alcoholic beverage license for Idaho Sports LLC, License No. 34. Commissioner Anderson SECONDED. Roll call vote: Chair Balding-aye; Commissioner Anderson-aye; Commissioner Wilkins-aye, motion passed unanimously.
- Rejection of Terrorism Risk Insurance: Chair Balding MOTIONED to reject the terrorism coverage through ICRMP. Commissioner Anderson SECONDED. Roll call vote: Chair Balding-aye; Commissioner Anderson-aye; Commissioner Wilkins-aye, motion passed unanimously.

Commissioner Wilkins has left the meeting as she had a previous engagement.

- Certificates of Residency: Commissioner Anderson MOTIONED to approve the Certificates of Residency and residency in Boise County for H. Woras, J. Dovel, K. Fairburn, B. Updike, J. Johnson, T. McDonald and R. Hiller. Chair Balding SECONDED. Roll call vote: Chair Balding-aye; Commissioner Anderson-aye; Commissioner Wilkins-aye, motion passed unanimously.
- Yearly Transfer Station Inspection Results – The Board reviewed the information.
- Resolution 2014-15, unused surplus computer equipment: Chair Balding MOTIONED to adopt Resolution 2014-15, as presented. Commissioner Anderson SECONDED. Roll call vote: Chair Balding-aye; Commissioner Anderson-aye; Commissioner Wilkins-aye, motion passed unanimously.

#### **FUTURE AGENDA TOPICS REVIEW:**

- Budget correction for Coroner's Department.
- Review of Boise County risk management/insurance history for the previous 5 years with Doug Colwell, HD Insurance.

- Road Department resolution for unscheduled revenue/expense for the Granite Creek Bank Stabilization project.
- Resolutions: Justice Fund/Sheriff's Reserve Dept. and Sheriff's Vessel Fund.
- Surplus computers to school districts – Commissioner Anderson will draft a resolution.
- Draft letter to IAHD – signatures needed by the Board of County Commissioners, Prosecutor and Clerk.
- Procurement Card.
- Nonmedical indigent policy revisions.

Chair Balding MOTIONED to adjourn until Friday, December 20<sup>th</sup>, 2013. Commissioner Anderson SECONDED. All ayes, motion passed.

Approved this 18<sup>th</sup> day of February, 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