

BOISE COUNTY BOARD OF COMMISSIONERS
TUESDAY MAY 26TH, 2015
BOISE COUNTY COMMISSIONER'S ROOM
OFFICIAL MEETING MINUTES

IN ATTENDANCE: Chairman Ward, Commissioner Jackson, Clerk Prisco, Deputy Coffelt, Assessor Juszczak, Sheriff Roeber, John Roberts, Treasurer Hutchings, PA Ian Gee, P&Z Administrator Canody, Mr. Bottoms, Valerie Delyea, Paul Ricco

Chairman Ward called meeting to order and pledge of allegiance was recited.

AMENDMENTS TO THE AGENDA: None.

CONSTITUENT INPUT: None

MINUTES: Chairman Ward MOTIONED to approve minutes (of the May 19th, 2015, meeting). Commissioner Jackson SECONDED. All ayes. Motion carries.

CONTRACTS/AGREEMENTS/GRANTS: Sheriff Roeber brought before the Board a modification grant/agreement between the US Forest Service and Boise County to provide law enforcement controls in the Boise National Forest. They had a reduction in budgets. They are asking for a change in the funding in the amount of \$1,853.00, asking the board to approve. Chairman Ward MOTIONED for the modification of the grant / agreement between the Forest Service and Sheriff's Office. Commissioner Jackson SECONDED. All ayes. Motion Carried.

DEMAND WARRANTS: Rising Sun warrant is for a future date. Chairman Ward MOTIONED to approve the demand warrant to Rising Sun Sober Living, in the amount of \$400.00, dated 5/21/15, invoice number 05212015. Commissioner Jackson SECONDED. All ayes. Motion Carries.

INDIGENT: None.

DEPARTMENT HEAD/ELECTED OFFICIALS MEETING:

Sheriff Roeber-Shared with Board his recent training, beneficial for all Department Heads, new ways to being more effective in our managerial skills. A leadership assessment would be a good place to start, what your strengths and weakness' are, gives you a leadership profile. Stating that it will be another tool that will be useful for all department heads as well as employees. Sheriff Roeber is hoping to increase communication between departments and more effectively with employees. The topic of how to communicate effectively using social media with the press was addressed. Perhaps use of twitter may be an option for social media and press releases. Sheriff Roeber will draft up a policy for the board to consider. Discussion ensued. Sheriff Roeber will keep all updated through emails.

Planning & Zoning Administrator, Ms. Canody updating everyone that ULO's is on the website. Ms. Canody has submitted with her budget and will be working with the board as well as the assessor on a plan to replace heaters in P&Z department along with the lighting. Ms. Canody is also working with Mr. Juszczak to do some remodeling, next October looking at painting the building. Ms. Canody informed the Board that building permits are up from last year.

Treasurer Hutchings updating everyone on tax notices that are due in June. The legislature has required the Treasurer's office to send out notices to property owners as well as late notices every 30 days. The Treasurer's office has been flooded with phone calls. It has been brought to the attention of the Treasurer's office to look at making some changes to Horseshoe Bend and how they are taking care of the deposits. Chairman Ward suggested Loomis, (a money transfer company) could possibly pick up deposits on their routes? Chairman Ward requested Ms. Hutchings to work through Umqua bank to see if Loomis will work with Horseshoe Bend on this matter. Credit cards have been very popular. Looking at a point and pay system for this and they would take care of all fees. Will present more information on the point and pay system to the Board at next commissioner meeting.

Assessor Juszczak updated everyone on the phone situation as well as trying to update our internet system. The city had scheduled the water to be turned off Wednesday afternoon from 2pm to 5pm in order to replace a valve. It has been a large item of discussion due to graduation is also on this day as well as business' running. Chairman Ward states he could suggest maybe a different time or date for this to happen,

however this is a city matter not a county matter. Mr. Juszczak also informed the Board that home values are going up.

Emergency Services Coordinator John Roberts added to the discussion about water being turned off. Commissioner Jackson and Mr. Roberts have offered to make some phone calls. Chairman Ward has informed department heads and elected officials to do the best we can and take care of the public during this time. Idaho power will be turning off all day for polls to be replaced, dates to be coming. Mr. Roberts updated the Board on the recent county wide exercise, went well. Mr. Roberts will evaluate and see what changes should be made for next year. Generators are being looked at by an expert and the one behind the Miners Exchange is being assessed as to whether it should need a cover or not. Mr. Roberts is told that it is not abnormally loud. The generator at the courthouse has been looked at as well and it is trying to get it fixed.

Community Justice Administrator Valerie Delyea informed the Board that the community justice department is finishing their contract with the forest service and will be finished on Saturday. Mr. Krempa is taking kids from Garden Valley, Horseshoe Bend, Idaho City, teaching them to navigate forest land and how to be safe around water. Ms. Delyea informed the Board that there will be a juvenile justice administrator meeting in Coeur D'Alene on Monday June 8th 2015. Community Justice will be training in Canyon County for the historic conference training probation officers at the end of this week. Three grants are in but competition is bigger this year, although Ms. Delyea believes they have a good chance of receiving the grant money.

SW/NW Superintendent Mr. Bottoms is expecting a lot of business this coming week due to the warmer weather. Noxious weeds are getting ready to start spraying this week. Solid Waste is also looking at personnel applications to replace leaving employees.

Road & Bridge Superintendent Bill Jones have been dealing with some pot holes in the roads due to the extreme weather we have been having. The road department has been working on replacing equipment. It has been kind of difficult getting 3 price quotes; however they do have one from John Deere and one from Cat, waiting on a bid from Komatsu, still looking. Mr. Jones updated the Board on the Middle Fork Bridge. Board will get a copy of the apology letter that was sent to road and bridge for some errors that were made with the billing. The toll road discussion has been added to next weeks' agenda, Chairman Ward requesting Mr. Jones to attend for that discussion.

Deputy P.A. Ian Gee is filling in for P.A. Maloney today as she had to attend a hearing. Mr. Gee discussed the technical issues we have all been facing. P.A. Gee suggested an internal IT person part time for Idaho City. Board and department heads along with elected officials are all in agreement with this. Mr. Roberts states that comments have been made that we can't afford this but an ad should be put out and see who would be interested in applying. Chairman Ward has requested a copy of the contract with CAI.

Clerk Prisco continues discussion about future training course, maybe during department head meeting. Ms. Prisco informed the Board she will be attending a budget workshop Wednesday May 27th. Ms. Prisco has informed the Board that she is in the middle of working on the budget right now. Ms. Prisco would like to have workshops with department heads on this matter. An informal workshop with Board suggested by Ms. Prisco, looking at a time in June, date to be decided during future agendas in today's meeting. Ms. Prisco and Mr. Juszczak have been working on the BOE updates and that the agendas have been prepared for this. Personnel status update for clerk department. Court and deputy auditor positions are close to being filled. Policies and procedures are being updated and it continues to be a work in process within the clerk's office as well as the community justice department. Clerk's office is working on documenting how we do things and dealing with outside vendors, Ms. Prisco does not see any reason to run it by legal, elected officials do have the authority to establish policies and procedures within their departments, but those policies do not supersede those of the County. However, an employee department head must provide a copy to Board for approval.

Chairman Ward updates all on his new title and five applications have been taken for the third commissioner. When interviews are complete three of them will be chosen and given to the governor to select final candidate.

ACTION ITEMS:

Noxious Weeds:

Chairman Ward MOTIONED to approve Chase Macaw, Noxious Weeds as requested by Mr. Bottoms. Commissioner Jackson SECONDED. All ayes. Motion carries. Mr. Bottoms let the Board know that a Solid Waste employee to be added, part time for now but may change to a full time position. Chairman Ward MOTIONED to approve Mr. Robert McDonald to the Solid Waste part time as per requested by Mr. Bottoms. Commissioner Jackson SECONDED. All ayes. Motion carries.

EOC Projector System: Mr. Roberts presented the system to the Board. Two quotes were presented to the Board. Chairman Ward has requested corrected estimate reflecting correct pricing. Ms. Prisco offered to make the corrections for the Board so that it will be correct for the Board's signature. Chairman Ward MOTIONED approve the digital voice technologies for \$4275.00 for a projector system for the sheriff's office. Commissioner Jackson SECONDED. All ayes. Motion Carries.

Clerk Prisco presented to the Board a request for a tablet on behalf of PA Maloney. Chairman Ward MOTIONED to approve a new tablet with CAI, quote number 964170, in the amount of \$2,031.56. Commissioner Jackson SECONDED. All ayes. Motion Carried.

DISCUSSION ITEMS –An increase expenditure approval threshold to \$2,500; This would be very beneficial for the dept. heads to be able to purchase items needed that are over \$1000 that are needed immediately. It was stated by department heads that this would save time from getting on the agenda and going in front of the Board for approval. Clerk Prisco noted that all department heads should make sure that the money for any items that may be purchased is in their budget. Commissioner Jackson made a MOTION to raise the spending limit to \$2,500.00 for each department head without having to come to the commissioners. Deputy P.A. Gee clarified MOTION to the extent of that is an authority that has been designated to the commissioners. Chairman Ward SECONDED. All ayes. Motion Carries.

Mr. Roberts brought up to the Board the question of what level of formality would the Board like to see on over expenditures in their individual budgets? What level of detail do they have to stay whole within their budget? Department level vs account level. Discussion ensued. It must go in front of the Board when budget goes over and resolutions are drawn up by clerks' office. Clerk Prisco went into detail about how monies are moved around within the budgets. Chairman Ward states he is responsible for all budgets and dollars but he does respect how you approach moving through that.

DECISION: MIDDLE FORK TERRACE SUBDIVISION VARIANCE APPEAL:

Deputy P.A. Gee wanted to address the Board before comments are made for the appeal. Legal suggests agreeing to an extension so applicant may get the final results put together and present it to the Board during a public hearing. Doug Bergey addressed the Board with appeal. New information has come to light regarding this issue. The applicant must go through several entities before coming in front of the Board again for approval or denial. Requesting a conditional extension, fees would be added, possibly legal fees. Board has a couple of avenues to pursue, discussion about taking it back to Planning and Zoning and giving the applicants time to make sure they have supplied all requirements for approval per the plat. Discussion ensued.

Chairman Ward makes a MOTION for a denial of variance to SMP Boise, LLC. Commissioner Jackson SECONDED. All ayes. Motion carries. Chairman Ward makes a MOTION to approve a conditional extension for SMP Boise, LLC considering moving back to Planning and Zoning for the hearing there and the hearing before the Board if obligations are met for the final plat. Commissioner Jackson SECONDED. All ayes. Motion carries. Chairman Ward made a MOTION to include in the move for conditional extension SMP Boise, LLC current final plat fees calculation for North Fork Terrace for nineteen lots provided by Planning and Zoning to include a legal fee of \$250 for a total of \$2,875. Commissioner Jackson SECONDED. All Ayes. Motion Carries.

Deputy P.A. Gee requested a resigning of letter for Placerville Fire Dept. Mr. Gee had been notified that they had not received a copy of the signed letter from the clerk's office.

Deputy Coffelt informed Chairman Ward that she would locate the original letter during executive session.

PA ISSUES: Chairman Ward MOTIONED to move into executive session for p.a. Issues per I.C. 67-2345(1)(f) pending litigation and per I.C. 67-2345(1)(b) personnel. Commissioner Jackson SECONDED. Roll call vote: Chairman Ward; aye, Commissioner Jackson; aye, motion carries. Coming out of executive session per I.C. 67-2345 (1)(f) pending litigation and per I.C. 67-2345 (1)(b) personnel. No action required.

MISDEMEANOR PROBATION REPORT Mr. Dishion updated the Board on the probation report, also that this would be done quarterly.

MASS GATHERING Coordinator John Krempa addressed the Board with the Dirty Dash mass gathering for approval. No issues have occurred with the process at this point. Agencies that will be impacted are as follows, Horseshoe Bend Sheriff's Department, Horseshoe Bend Fire District as well as Horseshoe Bend Ambulance. Mr. Krempa has estimated 7000 people for this event. Most of the race will be in Ada County, a

part of race will take place in Gem County and a small portion in Boise County. Commissioner Jackson made a MOTION to allow the dirty dash parts that are in Boise County. Chairman Ward SECONDED. All ayes, motion carries

MISCELLANEOUS & CORRESPONDENCE

- Chairman Ward made a MOTION to approve certificate of residency. Commissioner Jackson SECONDED. All ayes. Motion carries.
- Chairman Ward made a MOTION so to canvas the election of May 19th, 2015. Commissioner Jackson SECONDED. All ayes. Motion carries.
- Chairman Ward made a MOTION to approve the agreement for use of the facilities for polling place with the community of Crouch. Commissioner Jackson SECONDED. All ayes. Motion carries.
- Chairman Ward MOTION to approve the liquor catering permit to the Beer Guys LLC in Eagle Idaho for the Riverside Lodge on June 6th between 6:00 p.m. and 11:00 p.m. Commissioner Jackson SECONDED. All ayes. Motion carries.
- Clerk Prisco updated the Board on the RC&D Budget Request for FY 2016.
- The commissioners had requested additional information on the fishing derby, including a letter which stated the amount of donation the derby was looking for. A letter was presented to the Board by the Clerks' office looking for a donation that ranged from \$100 to \$200. Discussion was ensued about how many donations we receive a year and if the money was in the budget for the donation.
- Commissioner Jackson made a MOTION to send them \$200. Chairman Ward SECONDED. All ayes. Motion carries.
- Commissioner Jackson made a MOTION to pass the bills. Chairman Ward confirmed total and SECONDED. All ayes. Motion carries.
- Commissioner Jackson attended the tech meeting along with Clerk Prisco. Commissioner Jackson spoke to members from CAI about the issues we have been having with emails. They know it was from a website but not sure which one it was. CAI installed a tracking device to narrow down what web site virus may be coming from. Also set up email account to help this not happen again. Tech meeting was very informative, when problems arise may take 15 to 16 hours to remedy depending on how big the problem may be.
- Chairman Ward had some information for Commissioner Jackson, Chairman Ward attended a regional NACO (National Association of Counties meeting in Kauai, Hawaii. The biggest emphasis of the meeting was on SRS grant money and the miss management of federal land in all of the counties. A lot of discussion and heart felt comments were made. Ten people attended just from Idaho. A very informative meeting.

Future Agenda Topics: Discussion ensued of when to send agenda to Idaho World for publication. It was recommended by Chairman Ward that an updated version of the agenda is posted on the Boise County website by Friday afternoon.

Chairman Ward adjourned the meeting until June 2nd, 9:00 a.m.



Approved this 2nd, day of June, 2015.

A handwritten signature in black ink, appearing to read "Alan D. Ward", written over a horizontal line.

ALAN D. WARD, Chairman
Boise County Board of Commissioners

Attest:

A handwritten signature in black ink, appearing to read "Mary T. Prisco", written over a horizontal line.

MARY T. PRISCO, Clerk to the Board