

BOISE COUNTY BOARD OF COMMISSIONERS  
TUESDAY, AUGUST 19<sup>th</sup>, 2014  
BOISE COUNTY COMMISSIONER'S ROOM  
**OFFICIAL MEETING MINUTES**

In attendance: Chair Wilkins, Commissioner Balding, Commissioner Anderson, Clerk Prisco, Assessor Adamson, Sheriff Roeber, Treasurer Hutchings and PA Gee.

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

**COMMISSIONER DISCUSSION/COMMITTEE REPORTS:** P&Z - Facilitator for ULO – this was tabled until the next meeting.

Commissioner Balding attended a class put on by the Community Justice Administrator, Valarie Delyea. There were 20+ participants on "restorative justice conferencing".  
Commissioner Balding attended the EBCAD meeting.

Commissioner Anderson attended a meeting with the Deputy Chief of Forest Service Ops and Business where they discussed the coalition with Boise/Payette and resource advisory committee. Commissioner Anderson attended the Payette River Water Trails meeting where they are trying to promote the Payette River Basin for business opportunities and tourism. Commissioner Anderson stated that the intention of the group is to provide a timeline and have an organizational structure. Commissioner Anderson attended the City of Crouch Council meeting but there was no quorum, so no meeting.

Commissioner Anderson stated she spent time with a Garden Valley group to create story boards for the gaming advisory committee presentation.

Commissioner Anderson discussed grants/government grants and thanked Clerk Prisco for her help to get that out last week. Commissioner Anderson encouraged us to read what is required after/if the grant is authorized. Commissioner Anderson stated the money comes directly from the U.S. Treasury. She also stated that the application was validated and forwarded and will take at least 2 weeks to process and decide on the award; if there is an award.

Commissioner Anderson stated she met with the Land Use Ordinance committee and stated that a lot of progress was made. Prosecutor Gee will be reviewing the document for language, re: appeal of decision, statute wording, reconsideration vs. appeal, etc.

Chair Wilkins attended the Region 4 Health Meeting.

Chair Wilkins attended a Gaming Committee meeting but the power was out, there was small group attendance so they rescheduled for this week.

**CONSTITUENT INPUT:** There was none.

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

**MINUTES:** Nothing was presented.

**DEPARTMENTAL ISSUES:** Sheriff's Department – payroll addition request: Sheriff Roeber stated that it is a former deputy, bringing him in now and will transition to the SRO with the local school. Commissioner Anderson MOTIONED to hire a new Boise County corporal patrol deputy for the Boise County Sheriff's Department, annual salary \$34,486.40, effective date of August 19, 2014. Commissioner Balding SECONDED. Commissioners Balding and Anderson – ayes; Chair Wilkins – nay, motion passed.

Treasurer – card % change: Treasurer Hutchings spoke about the card percentage change and stated that Wells Fargo cannot change to a percentage as they are not set up that way. Treasurer Hutchings stated she did speak with Kyle at Wells Fargo and he stated others are doing what we want (charging 2.79% at the time the card is ran). The discussion is to change to a percentage rate for over a \$400 charge, not just \$2.00, 2.79% is the normal for a charge. Comm. Anderson made a MOTION to direct the Treasurer to set the credit card machines to accept a flat \$2.00 and over \$400 is 2.79% of the charge. The motion was rescinded.

Mass Gathering fees discussion: Mass Gathering Fee discussion/John Roberts; Commissioner Anderson brought up last week's discussion in regards to the non-refundable fee with an application. The Board stated to amend the application to remove that language and to state that fees are due at the time of the application and that they are not refundable. Application fee is due at the time, other fees due prior to the event and after approval. Mr. Roberts stated he will get the wording changed so that the application fees will be paid up front and that the application will not be processed until fees are paid.

Emergency Management Services Coordinator, John Roberts, spoke about the bill for the radio change in the car and that it will go to the Clerk.

Mr. Roberts stated he would like to start a Facebook page for Emergency Management and the reason being that it is an easier avenue than the website for trainings, recruitment, etc. and secondly, it is the best way to notify the public of road closures, etc. Mr. Roberts stated that the Garden Valley facebook page was very helpful during the last fire.

Commissioner Anderson stated she wants to review the Technology policy as it might be part of policy to not do such a thing and she does not want to contradict the policy. This will be discussed at the next Commissioner meeting.

Commissioner Balding spoke of an issue concerning the BMW Rally at Sawtooth Lodge in Lowman. Commissioner Balding stated there were citizen complaints/input taken and that perhaps there should be more communication with businesses, etc. Commissioner Balding stated that there were two transports with ambulance in which one was serious. The business sponsorships need mechanisms in place with the Sheriff, ambulance and other entities. Chair Wilkins asked how would the Sheriff or Mr. Roberts know, some groups just come up on "the loop", stop by local businesses and move on. We cannot monitor all events/mass gatherings. Chair Wilkins stated she counted 82 bicyclists. Commissioner Balding stated that there has to be a way to get the word out about small events. Commissioner Anderson stated that communication lines need to be open to share information with smaller cities and communities. Mr. Roberts stated again that a facebook page is a broader way to reach the public.

Commissioner Anderson made a MOTION to direct the Treasurer to charge a transaction fee for credit/debit card payments, per Resolution 2014-09, in the amount of a flat fee, up to \$400, and charges of 2.79% of any transaction fee for the full amount over \$400. Commissioner Balding SECONDED. All ayes, motion carried.

Treasurer Hutchings reported that one of the new monitors in her department is dying.

Commissioner Anderson stated she will assist with that.

There was discussion about the tax deed sale as far as the wording and disclaimer of the deed and that the sales must be done by September 23rd.

BOE appeal discussion: Chair Wilkins addressed the Board of Equalization, Cynthia Drury issue. The question is the value, did the Board of Commissioners mess up or not, did the motion raise the corrected value? Commissioner Anderson stated the values given to the Commissioners, by the Assessor, were lower and that the Board used the lower values for the corrected values. Clerk Prisco stated that Ms. Drury did appeal to the Board of State Tax Appeals. Commissioner Balding

restating that she does not believe this can be revisited, a decision has been made and that the only remedy is the State tax appeal process. Assessor Adamson stated that is correct. Chair Wilkins stated she does not want to change anything, she just wants to know if a mistake was made. Assessor Adamson stated they made a correct decision, the motion was directed to price per square foot. Commissioner Anderson thinks the price per square foot was different and was the price per square foot, given by the Assessor, correct. The Assessor's office followed what was asked. Chair Wilkins asked again, did this Board make the mistake?

Assessor Adamson stated the map plotter is on the way. Clerk Prisco asked Assessor Adamson if the amount of \$7,500 is still accurate in case the resolution would need to be adjusted. Assessor Adamson stated that the amount stated by the Clerk was correct.

Road Department Purchase Request - Superintendent Jones spoke about an overlay request to do some asphalt maintenance on Grimes Creek Road that has not been overlaid yet.

Commissioner Anderson made a MOTION to approve an expenditure, to exceed \$1,000 per our purchasing policy, for the Road and Bridge Department to do an asphalt overlay on Grimes Creek Road with Central Paving for the amount of \$49.50 per ton using account 08 fund 02081000003 for that project. Chair Wilkins SECONDED. Commissioner Anderson – aye; Chair Wilkins - aye; Commissioner Balding - nay, motion passed.

Road Department Superintendent Jones spoke about a specific tree on Grimes Creek, mile marker one. Idaho Power is to remove the tree as he (Mr. Jones) was concerned about the proximity to the line.

Commissioner Anderson spoke about a supplemental agreement, amendment to that and that the second supplemental agreement was not paid and she concluded that Boise County never received the supplemental agreement. Commissioner Anderson is asking the Board to sign today as the agreement was to be sent to us in March. Mr. Jones stated he had no knowledge of this agreement and that LTAC never processed the paperwork and went no further.

**LIQUOR LICENSE APPLICATIONS:** Chair Wilkins motioned to approve Retail Alcohol Business License 2015 #13 for Holly Call dba H&R Enterprises Inc./Diamond Lil's, #15 Scott Quirky dba Twin Springs Resort LLC, #16 Easy Dog Ventures Inc. dba Long Branch Saloon, #17 Christopher Dean-Smith dba Kits Riverside Drive Inn, #18 Trisha Graham dba Whitehorse Grocery & Mercantile, #19 Thomas J. Hidalgo dba Outdoor Ventures Inc. and #14 is being held for applicant signature on the Retail Alcohol Business application. Commissioner Anderson SECONDED. All ayes, motion passed.

**ISSUE TRACKING:** The Board reviewed and gave their updates and changes.

**CONTRACTS/AGREEMENTS/GRANTS:** ICRMP Terrorism Coverage letter – this is a letter of rejection for the risk of terrorism risk insurance. Boise County does not need additional coverage as we have coverage through our policy with ICRMP. Commissioner Anderson made a MOTION to sign a letter rejecting coverage under the Terrorism Risk Insurance Act as provided on December 26, 2007 and that we reject full coverage. Chair Wilkins SECONDED. All ayes, motion passed.

**DEMAND WARRANTS:** Chair Wilkins made a MOTION to approve the IAC Unemployment 2<sup>nd</sup> Qtr 2014 unemployment insurance payment in the amount \$2,174.64, approve the Bank of New York Mellon Trust Company bond payment in the amount of \$396,331.25, approve McConnell Law LLC demand warrant in the amount of \$2,000.00 and the demand warrant to Gina Turner for reimbursement for the Treasurer's conference in the amount of \$295.95. Commissioner Balding SECONDED. All ayes, motion carries.

**INDIGENT:** Chair Wilkins motioned to go into executive session per I.C. 67-2345(1)(d) to discuss liens on cases 14-07-C and 14-08-B. Roll call vote: Chair Wilkins – aye; Commissioner Balding – aye; Commissioner Anderson – aye; motion passed. Coming out of executive session, Chair Wilkins MOTIONED to approve and sign the liens on case 14-07-C and case 14-08-B.

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

Chair Wilkins MOTIONED to table the draft promissory note for the Prosecutor's review.

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

Chair Wilkins MOTIONED, under I.C. 67-2345(1)(f); pending litigation, for a phone conference with Mike Kane. Commissioner Balding SECONDED. Discussion: Commissioner Anderson stated "on the Prosecutor's presence". Chair Wilkins RESCINDED her motion. Commissioner Balding RESCINDED her second. Motion died.

Chair Wilkins MOTIONED to go into executive session under Idaho Code 67-2345(1)(f); pending litigation, for a phone conference with Mike Kane and 67-2345(1)(b); personnel. Commissioner Balding SECONDED. Roll call vote: Chair Wilkins – aye; Commissioner Balding – aye; Commissioner Anderson – aye; motion passed. Coming out of executive session under pending litigation, the Board received an update on pending litigation from the Prosecutor and outside counsel, no decisions made.

**PA ISSUES:** Road Department – Arrow Rock Road Maintenance Contract - Prosecutor Gee discussed the status of the document and the form of fees for the contract. Bill Jones believes we should go by the hour and include snow depth in the contract. Prosecutor Gee will go with hourly language and include a cap on the funding without additional approval. Prosecutor Gee will have the contract language next week and Mr. Jones will have the language for the advertising by then as well.

At Will Policy – Prosecutor Gee handed out the first draft of the "At Will" Personnel Policy. The Treasurer is asking for a statement of disclaimer on tax deed sales (to be read prior to the sale). Prosecutor Gee will prepare the statement.

Follow up on the Purchasing Card Contract – Chief Deputy Prosecutor, Jay Rosenthal, gave an opinion to the Board on that.

Prosecutor Gee spoke about the repairs in their building. They will need new carpet, paint and drywall. Prosecutor Gee asked about the insurance coverage.

Independent Contractor Agreement related to the criminal case - Commissioner Balding MOTIONED to enter into a standard contractor's agreement for the Prosecutor's office, under extraordinary legal, for an impending criminal litigation, with Jolene Maloney. Commissioner Anderson SECONDED. There was discussion that the Board of County Commissioner's can call for termination. Chair Wilkins - nay; Commissioners Anderson and Balding – aye, motion passed.

Prosecutor Gee spoke about the media contacting the Board on the issue of gaming subject and explained that we are in the information gathering portion of the issue at this time and that on September 2<sup>nd</sup>, a decision will be made regarding going forward with an advisory vote.

**4-H Program Update:** Carrie Johnson, Gem/Boise County 4-H Coordinator, was in attendance along with Bruce Reay and Lanie Wright. Ms. Johnson stated that enrollment is going to an online system and that they have a new county extension web-site: Ms. Johnson stated that there are 34 Boise County youth enrolled and 8 leaders.

**PROCUREMENT CARD CONTRACT:** Chair Wilkins brought up the question of procurement card vs. credit card. There was further discussion on how the card will work, who will have authority, etc. The intent of having the procurement card policy/card is for emergency or travel utilization.

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

- Financial resolutions - Chair Wilkins MOTIONED to approve Boise County 2014-52, a Boise County Resolution to adjust the Justice Fund Sheriff's Reserves Department for FY 2014 to receive the unanticipated revenue that incurred on the mass gatherings and the unanticipated expenses that were associated with the Whiskey Complex fire for a total revenue of \$30843.50 and the total expense showing at \$19,600. Commissioner Balding SECONDED. Roll call vote: Chair Wilkins – aye; Commissioner Balding – aye; Commissioner Anderson – aye; motion passed.
- Chair Wilkins MOTIONED to approve Res. 2014-53, a Boise County Resolution adjusting the Boise County PILT revenue for the 2014 budget, fund 01-00-0328-00 in the amount of \$160,912.62, fund 02-00-0328-00 payment in lieu of taxes in the amount of \$47,085.99, revenue budget 03-00-0328-00 payment in lieu of taxes in the amount of \$32,500.40, revenue 06-00-0328-00 payment in lieu of taxes in the amount of \$890.46, revenue budget 20-00-0328-00 payment in lieu of taxes in the amount of \$5,947.31, for a total revenue budget of \$246,336.78. Commissioner Balding added to the motion, that this was over and above of what we budgeted for those line items for 2014 and this is actual vs. what was budgeted. This was duly noted by Chair Wilkins. Commissioner Balding SECONDED. Commissioner Anderson spoke about the numbers. Roll call vote: Chair Wilkins – aye; Commissioner Balding – aye; Commissioner Anderson – aye; motion passed.
- Chair Wilkins MOTIONED to approve Boise County Resolution 2014-54, a Boise County resolution adjusting the Boise County funds for P&Z Department FY 2014 budget, from revenue of P&Z planning fees of \$5,000 from the expense and P&Z planning fees as discussed prior. Balding SECONDED. Roll call vote: Chair Wilkins – aye; Commissioner Balding – aye; Commissioner Anderson – aye; motion passed.
- Chair Wilkins MOTIONED to approve Resolution 2014-55 which is a resolution that rescinds Resolution 2014-47, a Boise County resolution adjusting FY 2014 Boise County general fund, Data Processing Department budget for the amended budget on line item 01-14-804-00 for \$29,801.50 and the amended budget on line item 01-12-0559-02 will be \$70,909.78. Roll call vote: Chair Wilkins – aye; Commissioner Balding – aye; Commissioner Anderson – aye; motion passed.
- Chair Wilkins MOTIONED to approve Resolution 2014-56, a Boise County Resolution adjusting the FY 2014 Boise County general fund, General Operations Department from line item 01-18-0800-00 amending the budget from \$3,500 to \$11,000 and reducing line item 01-12-0559-01 decreasing it by the \$7500 to amend the budget total to \$63,409.78. Commissioner Balding SECONDED. Roll call vote: Chair Wilkins – aye; Commissioner Balding – aye; Commissioner Anderson – aye; motion passed.
- Chair Wilkins discussed environmental consequences on the Becker Project. There was a briefing April 17<sup>th</sup>, they came in May, the open houses were attended and a letter of support was sent concerning the project. The Board will review again, this will be tabled until next week.

**Future Agenda Topics Review:** The Board discussed several topics.

**EBCAD UPDATE:** Chair Wilkins MOTIONED to recess the regular meeting and reconvene as the EBCAD Executive Board. All ayes, motion passed. Jerry Newland was in attendance and stated he gave a copy of the most current approved, signed minutes to Deputy Clerk Woodstrom. Chair Wilkins asked if Mr. Newland was on call and for future reference if he is, he can just go as needed. Mr. Newland spoke about budget deficits in a couple of accounts. He will also discuss the Lowman lease and ICRMP insurance with Clerk Prisco and Deputy Clerk Klingner. Chair Wilkins stated that on the 25<sup>th</sup>, at the Department Head/Elected Officials meeting, she will discuss the fiscal year ending, getting bills in on time and making resolutions that may not be appropriate for that fiscal year.

Mr. Newland discussed the fee schedule and stated that the Operating Board agreed to move forward and they are just waiting for a finalized copy. Mr. Newman spoke in regards to transition and budget activities. Mr. Newman stated that he is working with insurance providers and also stated that policies were not done correctly; did not separate facility assets vs. mobile equipment assets and they must be divided and they need to validate current assets. Commissioner Balding spoke about the Lowman Ambulance and that all facilities are under one blanket policy. Mr. Newland stated that EBCAD insurance will have everything properly covered and assets listed, and a copy will be supplied to the Clerk's office. Mr. Newland spoke about the purchase of software to get the EBCAD server (financial, personnel management, online meeting opportunities) moving forward. Mr. Newland is still researching Idaho City area coverage when Unit 14 is not in service. Recommendations have been put out and he will visit with Dr. Sturkie on this as to what is best for the community and the patients, not necessarily personnel. Mr. Newland stated the transition documents will go into a drop box folder which will go out this week to everyone.

Commissioner Balding brought up the issue, in regards to 911 as to the run protocols, who is being called and who isn't. Mr. Newland stated that he is working on the Placerville issue.

Chair Wilkins asked about recruitments, new EMT's and where are we on that. Mr. Newland stated there are several potential members. There was discussion about EMT Certifications. And if there is any follow-up from the joint meeting on advising budget for stipends. Mr. Newland stated not to this point and that there are several things ongoing, ie: Operations Board is more interested in ensuring the transition and that it goes well. Chair Wilkins MOTIONED to recess the EBCAD Executive Board meeting and reconvene the regular meeting. Commissioner Balding SECONDED. All ayes, motion passed.

Chair Wilkins recessed the regular meeting and to reconvene on August 25<sup>th</sup> at 10:00 at Public Safety Building for the Department Head/Elected Official meeting. Commissioner Anderson SECONDED. All ayes; motion carries.

Approved this 7<sup>th</sup> day of November, 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