



BOISE COUNTY BOARD OF COMMISSIONERS  
TUESDAY, JANUARY 3<sup>rd</sup>, 2023  
IDAHO CITY COMMISSIONER ROOM  
**OFFICIAL MEETING MINUTES**

**IN ATTENDANCE:** Chairman Twilegar, Commissioner Tucker, Prosecuting Attorney Strong, Clerk Prisco, Assessor Juszcak, Road & Bridge Superintendent Dill, Community Justice Administrator Leader, Sheriff Turner, Planning & Zoning Administrator Gross.

**VIA PHONE:** Commissioner Stirm.

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

**CONSTITUENT INPUT:** None.

**MINUTES:** Chairman Twilegar MOTIONED to approve the official regular meeting minutes for December 27<sup>th</sup>, 2022 as written. Commissioner Tucker SECONDED; All Ayes.

**DEPARTMENTAL ISSUES:** Assessor Juszcak presented a tax cancelation request to the Board, review and discussion ensued.

Chairman Twilegar MOTIONED to approve the request for tax cancelation for parcel number RP10N04E347721, in the amount of \$1,923.13. Commissioner Tucker SECONDED; All Ayes.

An engagement letter concerning the retention of Landon Brown who is currently with the Hawley Troxell law firm, for the legal matters of Planning & Zoning within Boise County, was presented to the Board, review and discussion ensued.

Chairman Twilegar MOTIONED to sign the engagement letter, dated December 29<sup>th</sup>, 2022, to engage Landon Brown as outside counsel. Commissioner Tucker SECONDED; All Ayes.

A discussion ensued concerning a request for exception to the Personnel Policy from Sheriff Turner, for Dispatchers concerning their vacation accruals, which have exceeded the one hundred and sixty (160) maximum.

Chairman Twilegar MOTIONED to allow the exception over one hundred and sixty (160) hours, for two (2) employees. Commissioner Tucker SECONDED; All Ayes.

**BOISE COUNTY POLICIES:** Clerk Prisco and Prosecuting Attorney Strong presented the Procurement Policy and Procedure manual to the Board, discussion ensued.

Chairman Twilegar MOTIONED to approve the Procurement Policy with one change pertaining to the vehicles; amending from \$1,000 to \$1,500. Commissioner Tucker SECONDED; All Ayes.

**CONTRACTS/AGREEMENTS/GRANTS/RESOLUTIONS:** A letter of support was presented to the Board concerning a grant that the Idaho City Snowmobile program is working on, discussion ensued. Chairman Twilegar MOTIONED to sign the letter to the Idaho Department of Parks and Recreation on behalf of the County and Boise County Grooming Program. Commissioner Tucker SECONDED; All Ayes. Resolution 2023-01, adopting the Procurement Policy and Procedure Manual was presented to the Board, review and discussion ensued.

Chairman Twilegar MOTIONED to adopt Resolution 2023-01; a Boise County resolution adopting the Boise County Procurement Policy & Procedure manual. Commissioner Tucker SECONDED; All Ayes. Resolution 2023-02, a budget amendment for the Dispatch Justice fund was presented to the Board, review and discussion ensued.

Chairman Twilegar MOTIONED to adopt Resolution 2023-02, a Boise County resolution increasing the Boise county Justice fund, Dispatch department, for fiscal year 2023 budget. Commissioner Tucker SECONDED; All Ayes.

**CORRESPONDENCE:** A letter of support for the snowmobile trail grooming program in Idaho City was addressed earlier in the meeting.

**DEMAND WARRANTS:** Three (3) Demand Warrants were presented to the Board for review, discussion ensued.

Chairman Twilegar MOTIONED to approve a refund for an OTS (One Time Split) fee, on application 2021-010, in the amount of \$1,000. Commissioner Tucker SECONDED; All Ayes.

Chairman Twilegar MOTIONED to pay Secor Contracting LLC for invoices 0085 and 0086 in the amount of \$1,470 for snow removal in county parking lots. Commissioner Tucker SECONDED; All Ayes.

Chairman Twilegar MOTIONED to pay the \$800.00 for the ground lease agreement for the 8B program. Commissioner Tucker SECONDED; All Ayes.

**EXECUTIVE SESSION:** Chairman Twilegar MOTIONED to move into executive session per I.C. 74-206(1)(i), risk management. Commissioner Tucker SECONDED. Roll call vote: Chairman Twilegar – Aye; Commissioner Tucker – Aye. Motion passed unanimously. Clerk Prisco and Prosecutor Strong were present in executive session. Chairman Twilegar brought the meeting out of executive session per I.C. 74-206(1)(i), risk management, no action required.

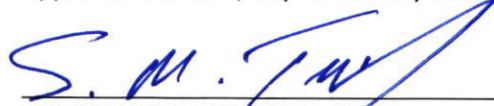
Chairman Twilegar MOTIONED to move into executive session per I.C. 74-206(1)(f), pending litigation. Commissioner Tucker SECONDED. Roll call vote: Chairman Twilegar – Aye; Commissioner Tucker – Aye. Motion passed unanimously. Clerk Prisco and Prosecutor Strong were present in executive session. Chairman Twilegar brought the meeting out of executive session per I.C. 74-206(1)(f), pending litigation, no action required.

**MISCELLANEOUS:**


- Commissioner Discussion/Committee Reports were discussed briefly.
- Future Agenda Topics were reviewed and discussed.

Chairman Twilegar adjourned the meeting until the regular meeting of Monday, January 9<sup>th</sup>, 2023.

Approved this 17<sup>th</sup>, day of January 2023

  
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**STEVEN M. TWILEGAR** Chairman  
Boise County Board of Commissioners



  
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**MARY T. PRISCO**, Clerk to the Board