



BOISE COUNTY BOARD OF COMMISSIONERS  
TUESDAY, MAY 30<sup>th</sup>, 2023  
IDAHO CITY COMMISSIONER ROOM  
**OFFICIAL MEETING MINUTES**

**IN ATTENDANCE:** Chairman Twilegar, Commissioner Tucker, Commissioner Lindstrom, Civil Deputy Prosecuting Attorney Gross, Clerk Prisco, Deputy Clerk Coffelt, Assessor Juszczak, Emergency Manager/Wildland Fire Mitigation Forester Richardson, Solid Waste/Noxious Weeds Superintendent Rekow, Road & Bridge Superintendent Dill, Community Justice Administrator Leader.

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

**CONSTITUENT INPUT:** None.

**MINUTES:** Chairman Twilegar MOTIONED to approve minutes for Tuesday, May 23<sup>rd</sup>, 2023 as written. Commissioner Tucker SECONDED; All Ayes.

**DEPARTMENTAL ISSUES:** One (1) sealed bid, which was all that was received by the deadline on the "Request for Proposal" that was published in the Idaho World was presented to the Board, concerning the continued fire mitigation project that has been taking place in Boise County. Chairman Twilegar opened the sealed bid, review and discussion ensued.

Chairman Twilegar MOTIONED to approve the bid with Torch Fire and Security as written. Commissioner Tucker SECONDED; All Ayes.

Road & Bridge Superintendent Dill spoke to the Board concerning a location to store an Idaho Power Storage Container, which the Board is in support of, discussion ensued.

Planning & Zoning Administrator Gross presented the final plat for the Phase two (2) of the Pioneer Estates Subdivision for all of their signatures.

Chairman Twilegar MOTIONED to sign the plat for Pioneer Estates (Phase 2). Commissioner Tucker SECONDED; All Ayes.

**BOISE COUNTY POLICIES:** A draft of the updated Personnel Policy was presented to the Board, review and discussion ensued. Details within the policy were discussed and some language changes were suggested.

**CONTRACTS/AGREEMENTS/GRANTS/RESOLUTIONS:** A mutual aid agreement between the Boise County Sheriffs' Office and Avimor which was approved during the May 23<sup>rd</sup>, commissioner meeting was presented for signatures.

A memorandum of understanding between Boise County and the Boise County Search & Rescue was presented to the Board for review and discussion.

Chairman Twilegar MOTIONED to approve the memorandum of understanding between Boise County and Boise County Search and Rescue. Commissioner Tucker SECONDED; All Ayes.

A grant application to help with funding for the Grimes Creek/Centerville culvert repair through LHTAC was presented to the Board, review and discussion ensued.

Chairman Twilegar MOTIONED to approve the application for emergency funds (through LHTAC) with the understanding that if there are any federal dollars and/or qualifications to the grant that all parties and requirements will be met. Commissioner Tucker SECONDED; All Ayes.

Resolution 2023-21 to destroy certain records of Boise County was presented to the Board, review and discussion ensued.

Chairman Twilegar MOTIONED to adopt Resolution 2023-21: a Boise County resolution to destroy certain records of Boise County being it temporary to be held for two (2) years; semi-permanent to be held for five (5) years or permanent to be held for ten (10) years or more. Commissioner Tucker SECONDED; All Ayes.

Resolution 2023-22 to amend and update the cash handling policies within the departments of the County was presented, reviewed and discussed.

Chairman Twilegar MOTIONED to adopt Resolution 2023-22: a Boise County resolution adopting Boise County cash handling policy, as amended for all departments. Commissioner Tucker SECONDED; All Ayes.

**CORRESPONDENCE:** None.

**DEMAND WARRANTS:** Four (4) Demand Warrants were presented to the Board for review and discussion. A demand warrant to pay the second half of the year taxes on the Prosecuting Attorneys' Office building, review and discussion ensued.

Chairman Twilegar MOTIONED to approve the payment for the 2<sup>nd</sup> half of the year taxes in the amount of \$688.63. Commissioner Tucker SECONDED; All Ayes.

A demand warrant to reimburse for mileage and a meal for a victim in a court case was presented to the Board, review and discussion ensued.

Chairman Twilegar MOTIONED to approve the demand warrant for reimbursement of mileage and lunch for victim in CR08-23-00521 for prelim in the amount of \$63.21. Commissioner Tucker SECONDED; All Ayes.

A demand warrant to reimburse an employee for the purchase of flowers for the county offices (outdoors) was presented to the Board, review and discussion ensued.

Chairman Twilegar MOTIONED to approve this reimbursement for flowers in the amount of \$154.98. Commissioner Tucker SECONDED; All Ayes.

A demand warrant was presented to the Board to reimburse an employee for items purchased to repair the tonneau cover on a county vehicle, review and discussion ensued.

Chairman Twilegar MOTIONED to approve the demand warrant for reimbursement for screws & Loctite for tonneau cover on Tacoma pickup in the amount of \$12.88. Commissioner Tucker SECONDED; All Ayes.

**DEPARTMENT HEAD/ELECTED OFFICIALS MEETING:** Present: Emergency Manager/Wildland Fire Mitigation Forester Richardson, Solid Waste/Noxious Weeds Superintendent Rekow, Assessor Juszczak, Planning & Zoning Administrator/Deputy Prosecutor Gross, Clerk Prisco, Road & Bridge Superintendent Dill, and EBCAD Director Fleming-Potts, IT Director McCracken, Community Justice Administrator Leader. All Elected Officials and Department Heads that were present gave an update to the Board on their respective departments.

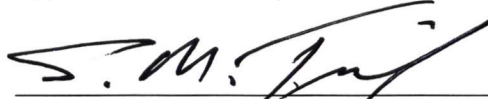
**EXECUTIVE SESSION:** Chairman Twilegar MOTIONED to move into executive session per I.C. 74-206(1)(a), to hire an employee and per I.C. 74-206(1)(b) personnel. Commissioner Tucker SECONDED. Roll call vote: Chairman Twilegar – Aye; Commissioner Tucker – Aye; Commissioner Lindstrom – Aye. Motion passed unanimously. Clerk Prisco, Deputy Prosecutor Gross, were present in executive session. Emergency Manager Richardson was present for a portion of the session. Chairman Twilegar brought the meeting out of executive session per I.C. 74-206(1)(a), to hire an employee and per I.C. 74-206(1)(b) personnel, Chairman Twilegar MOTIONED to approve the new position, replacing the inspector with an inspector/plan review and to extend an offer, with a level of pay at \$30.00 an hour. Commissioner Tucker SECONDED; All Ayes.

**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 Tuesday, June 6<sup>th</sup>, 2023.

Approved this 13<sup>th</sup>, day of June 2023



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

**ATTEST:**

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