

FIRST DAY OF THE APRIL TERM, A.D., 2017
CALDWELL, IDAHO APRIL 10, 2017

PRESENT: Commissioner Tom Dale, Chairman
Commissioner Pam White
Commissioner Steve Rule
Deputy Clerk Monica Reeves / Jenen Ross

APPROVE THE TREASURER'S TAX CHARGE ADJUSTMENTS BY PIN

The Board approved the Treasurer's Tax Charge Adjustments by PIN for March 2017.

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:32 a.m. for an office staff meeting. Present were: Commissioners Tom Dale and Steve Rule, PIO Joe Decker, Deputy Clerk Jenen Ross, and Deputy Clerk Monica Reeves. The Board reviewed this week's schedule with staff. Joe Decker reported on the following communication items: talking points for this week's KBOI radio interview, he will attend a wrap-up meeting with IT for the employee portal website; will meet with the Sheriff's Office for the upcoming law enforcement memorial service; he will make the spring clean-up day more visible on the website and on Facebook; the household hazardous waste disposal event will be held on June 10 at the Ford Idaho Center and they will put flyers in the assessment notices to residents; he is working on a jail webpage with information on past bonds; he will attend the groundbreaking for Indian Creek today; and he will work with the elections office to get the word out on the polling place changes. Commissioner Rule wants a legislative change that requires the Clerk, rather than the Board, to canvass election results because it's a waste of time to have the Board do it when it is managed by the Clerk and he should be responsible for it. The meeting concluded at 8:45 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE, AND CONSIDER SIGNING RESOLUTION CLASSIFYING RECORDS OF THE CANYON COUNTY SHERIFF'S OFFICE AND AUTHORIZING DESTRUCTION OF CERTAIN FILES/RECORDS

The Board met today at 9:00 a.m. for a legal staff update and to consider signing a resolution classifying records of the Canyon County Sheriff's Office and authorizing destruction of certain files/records. Present were: Commissioners Steve Rule and Tom Dale, Deputy P.A. Allen Shoff, Deputy P.A. Brad Goodsell, Lt. David Schorzman, and Deputy Clerk Monica Reeves. Mr. Shoff said the records are two calendar years' worth of public records requests from 2010 and 2011 and are well outside the two-year retention schedule. Lt. Schorzman said the documents are the records requests forms, not the responses to the requests. Commissioner Rule has concerns about public records requests for elected officials being

destroyed. Lt. Schorzman said there are electronic copies, the resolution will allow the destruction of the paper copy, although it might be better to table this matter so he can get some clarification. Commissioner Rule said he has no concern if there are electronic records. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to continue this matter to another time once Lt. Schorzman is able to make that confirmation. During the legal staff update Commissioner Rule raised a procedural question regarding the canvassing of election results. He said it consists of the Commissioners looking at a page with numbers that the Clerk has compiled and then signing off that they are accurate and he believes that's a waste of procedure and he wants to look into what it would take to introduce legislation next year to have that process removed because it's the Clerk's responsibility to make sure those are accurate. Mr. Goodsell said he can identify the statute it falls under and then he suggested the Board discuss it with the Idaho Association Counties. The meeting concluded at 9:10 a.m. An audio recording is on file in the Commissioners' Office.

BIWEEKLY MEETING WITH THE DIRECTOR OF DEVELOPMENT SERVICES TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION

The Board met today at 9:40 a.m. for a biweekly meeting with the Director of Development Services to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson and Deputy Clerk Jenen Ross.

Director Nilsson gave updates on the following items:

Her department is currently about \$27K in the black on permit fees with a \$27K building permit fee coming in from Golden West for an onion packing shed; they've issued permits for about 4 other onion storage buildings for the same company along with J.C. Watson and are expecting to see more coming thru the door.

She is working on a compliance plan for the McEvoy case, they've received a 400 item inventory list and are working on a plan to get the items cleaned up. In regards to the structures on the property, Ms. Nilsson said they have issued some building permits but she needs to confirm against the special master's report what they saw vs. her permit report. She is not confident she knows entirely what is on the property at this point.

There is a case that goes back 5+ years with Blue Barn Produce, the property is located on Hwy 20-26 within the Caldwell impact area. Director Nilsson is going to meet with the owner today to discuss what kind of commercial uses are appropriate in the ag zone. The owner has been given her zoning options and Dave Curl is working with her on the building options since it's just a seasonal business. Ms. Nilsson said there may be some additional cases that come before the Board as her department is doing some clean-up and resolving older cases.

At the COMPASS meeting they recently approved the FY18 UPWP (Unified Planning Work Program). There is going to be a study to look at traffic impacts and to understand the tourism uses out in the winery areas. They've been working with the highway districts and ITD to determine how much traffic is coming in, so far an expensive traffic impact study has been avoided as there really isn't a lot of traffic in those areas but they would like to have some documentation so there will be less issues whenever a winery looks to expand their operations.

The meeting concluded at 9:52 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER DESIGNATING POLLING PLACES FOR THE MAY 16, 2017 ELECTION

The Board met today at 10:02 a.m. to consider designating polling places for the May 16, 2017 election. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Chief Deputy Clerk Drew Maffei, Elections Supervisor Cindy Ponder, PIO Joe Decker and Deputy Clerk Jenen Ross. Mr. Maffei explained that all voting sites will be open for this election, however, one precinct is a double site so it'll be used but not both precincts; 63 of 64 precincts will be used. Six sites have been moved, accessibility has been an issue so 4 sites were moved due to the DOJ requirement in regards to ADA accessibility and 2 sites were moved due to exorbitant costs to rent the facility. The two being moved due to cost are from the Nampa Civic Center as the current cost to rent the facility is \$961 per election. Notification of the new locations will be done thru the website, by press release and cards will be sent to the effected voters. The meeting concluded at 10:08 a.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING – COMPREHENSIVE PLAN MAP CHANGE AND REZONE FOR OODA LOOP, LLC, CASE NO. PH2017-2&3

The Board met today at 1:32 p.m. to conduct a public hearing in the matter of a request by Ooda Loop, LLC, for a Comprehensive Plan Map Change to change the Future Land Use Designation of parcel no. R30430, approximately 4.93 acres, from "Agriculture" to "Residential". Also requested is a Rezone of parcel no. R30430, approximately 4.93 acres from an "A" (Agricultural) Zone to an "R-1" (Single Family Residential) Zone. The subject property is located at Star Road in Nampa, ID, in the NW ¼ of Section 08, T3N, R1W, BM. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, DSD Planner Kyle McCormick, Phil Horton, and Deputy Clerk Monica Reeves. Kyle McCormick gave the oral staff report. The P&Z Commission recommended approval of the request on March 2, 2017. Staff is recommending approval and has prepared Findings of Fact and Conclusions of Law, and Order for the Board's consideration. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to close public testimony. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to approve the Comprehensive Plan Map Change for Case No. PH2017-3. (See Resolution No. 17-050.) Upon the motion of

Commissioner White and the second by Commissioner Rule, the Board voted unanimously to approve the Rezone from Agricultural to “R-1” for Case No. PH2017-2. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the ordinance directing amendments to the Canyon County Zoning Map. (See Ordinance No. 17-005.) The hearing concluded at 1:39 p.m. An audio recording is on file in the Commissioners’ Office

MONTHLY MEETING WITH THE PARKS DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION AND TO CONSIDER SIGNING THE STATE HISTORIC PRESERVATION OFFICE AND CANYON COUNTY MEMORANDUM OF AGREEMENT FOR THE DEVELOPMENT OF CANYON COUNTY HISTORIC PRESERVATION PLAN

The Board met today at 2:18 p.m. for a monthly meeting with the Parks Director to discuss general issues, set policy and give direction and to consider signing the State Historic Preservation Office and Canyon County memorandum of agreement for the development of Canyon County Historic preservation plan. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy P.A. Sam Laugheed (left at 3:10 p.m.), Deputy P.A. Zach Wesley (left at 2:24 p.m.), Parks Director Tom Bicak, Outdoor Recreation Planner Nicki Schwend, DSD Director Tricia Nilsson (left at 3:10 p.m.) and Deputy Clerk Jenen Ross. Ms. Schwend explained that they submitted for the State Historic Preservation grant because we are overdue for an update to the 1992 Historic Preservation Plan. The total grant award amount is \$8380 being funded by the State and \$8380 being made up by the Parks department, DSD and the IT Print. This grant will help defray the costs of a County Historic Preservation Plan to provide guidance on which priorities to look at preserving. Zach Wesley said the grant has been reviewed by legal and is in an MLU form with the Idaho State Historical Society, however, they are federal monies that have trickled down thru the historical society thru the State and for that reason the acceptance of the award requires that we comply with federal reporting requirements as well as their procurement requirements; the award also requires that we indemnify the State Historical Preservation Office but is limited to the extent of the agreement and there is virtually no liability. Commissioner Rule made a motion to sign the State Historic Preservation Office and Canyon County Memorandum of Agreement for the development of Canyon County historic preservation plan, the motion was seconded by Commissioner White with the Board voting unanimously to sign the agreement (see agreement no. 17-027).

Ms. Schwend continued the meeting giving updates on the following items: The temporary occupancy permit for the museum expired on April 1st and they have complied with everything on the list with the exception of item number 4 as they need final inspections from the fire district and Southwest District Health, however, the sign-off by Southwest District Health is contingent upon the well project. As far as the fire district they are just waiting on a signature from the fire chief at Melba Fire Department. Director Nilsson is okay with issuing another year extension on the Certificate of Occupancy if that is what the Board advises. Commissioner Dale feels that is the best way to go as the well project is taking longer than expected. Mr. Bicak does not feel there should be any issue in getting

approval from the fire district as they've been working closely with the district to meet all their requirements in regards to access roads and the wildland fire awareness campaign. Ms. Nilsson said anytime they would do a temporary Certificate of Occupancy they do have the satisfaction of the life safety measures and she does know they are in place at the museum, it's just a matter of resolving some of the final details.

Ms. Schwend reviewed a draft of the 2, 5 and 10 year plan with Director Bicak's impending retirement. Ms. Schwend will move up to the Parks Director, Laura Barbour will move into the Outdoor Recreation Planner position and the Programs Manager position left vacant by Ms. Barbour will need to be filled. The Programs Manager job description will be modified to include overseeing and assisting the exhibition coordinator in running the museum. Ms. Schwend provided a brief overview of plans for the facilities at Celebration Park and Crossroads Museum, land acquisitions, programs, preservation efforts and bringing more attention to Canyon County Parks (A copy of this handout is on file with this day's minute entry). There was a discussion regarding the property to the east of the visitor center between Celebration Park and BLM land owned by Jim Sleger; Mr. Bicak said his understanding is that Mr. Sleger will probably just donate the land to the Parks department once he is ready to retire. He will reach out to Mr. Sleger in regards to the Parks department having first right of refusal for the property and Mr. Laugheed said he could draft a letter. Mr. Laugheed recommends to the Board to allow the succession plan to continue as laid out and to have Ms. Schwend in place to become the Director on May 1st; he feels the Board is in a position to consider appointing Ms. Schwend to the director position and Ms. Barbour to the outdoor recreation planner position. In order to move forward with these changes the Board will need to give direction to Director Bicak and Ms. Schwend to work with Director Baumgart and HR to produce the necessary paperwork or if the Board chooses to look into other options HR would need to assist with that process. He did state that there could be legal or policy issues that come into play but with the benefit of the work he's done in the past and the view of this process over the last couple of years he feels the Board is in a position today to effectuate this part of the plan. An additional agenda meeting would not be necessary as these items have been previously contemplated and because the decision would be part of the ministerial paperwork. Mr. Bicak has agreed to consult with Ms. Schwend as an independent contractor for the county on certain projects if the need arises. Commissioner Dale said he appreciates the thought that has gone into the succession and success planning for the Parks department. Mr. Laugheed suggested Mr. Bicak and Ms. Schwend work with HR to get the appropriate forms completed for consideration by the Board to complete this portion of the succession plan.

Ms. Schwend gave a brief review of park updates including a walk held at Halverson Lake recently, the Lake Lowell marathon, Dr. Mark Plew has offered a week of his field school at Celebration Park, Slow Art Day happened on April 8th, CWI held an event for the Society for Anthropology in Community Colleges at Celebration Park, they met with the 5 tribes of Back to the Boise Valley People at Gowen Field, May is Idaho Archaeology and Historic Preservation month, update on IT communications and information from Idaho Tower in regards to the line of sight study, they have only received 4 applications so far for the gun range advisory committee so they would like to continue seeking applicants in order to provide a suitable and adequate committee, staff training is going well and they will be fully

staffed by the 17th, some vandalism has occurred at the park recently along with some flooding, there were some windows broken on the dorms which has caused concern for the large windowed roll-up doors but Ms. Schwend believes she has a solution and will work with Facilities on that and present it to the Board at a later time, Ms. Barbour has submitted for a grant to acquire an ADA accessible bus that would allow transportation of guests to Celebration Park or Lake Lowell, the Lake Lowell spring field trip schedule is full, there is a Historic Preservation Commission meeting being held tomorrow night and a copy of the letter that was submitted to the Bureau of Land Management by Ms. Schwend in regards to the Victory Lane improvements and a picture of where they suggest BLM improve the road for the fire department is included (a copy of the hand-out is on file with this day's minutes). The meeting concluded at 3:20 p.m. An audio recording is on file in the Commissioners' Office.

SECOND DAY OF THE APRIL TERM, A.D., 2017
CALDWELL, IDAHO APRIL 11, 2017

PRESENT: Commissioner Tom Dale, Chairman
Commissioner Pam White
Commissioner Steve Rule
Deputy Clerk Monica Reeves / Jenen Ross

BIWEEKLY MEETING WITH THE HR DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION

The Board met today at 8:49 a.m. for a biweekly meeting with the HR Director to discuss general issues, set policy, and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, HR Director Sue Baumgart, Deputy P.A. Mike Porter, and Deputy Clerk Monica Reeves. Today's discussion focused on the performance evaluation surveys the Board will use for its department administrators. The purpose of the evaluation is to provide an opportunity for identifying areas of strength as well as help provide areas for training. The surveys will be sent to the Board for final review and then sent to employees later this week. Commissioner Dale would like Director Baumgart to attend Friday's meeting with the ambulance district where there will be a discussion about updates to their employee handbook. The meeting concluded at 9:24 a.m. An audio recording is on file in the Commissioners' Office.

THIRD DAY OF THE APRIL TERM, A.D., 2017
CALDWELL, IDAHO APRIL 12, 2017

PRESENT: Commissioner Tom Dale, Chairman
Commissioner Pam White
Commissioner Steve Rule

APPROVED CLAIMS ORDER NO. 1714

The Board of Commissioners approved payment of County claims in the amount of \$1,494,987.09 for a County payroll.

APPROVED CLAIMS ORDER NO. 4-12-17

The Board of Commissioners approved payment of County claims in the amount of \$28,827.36 for accounts payable.

APPROVED CLAIMS ORDER NO. 4-25-17

The Board of Commissioners approved payment of County claims in the amount of \$201,274.09 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Commercial Tire in the amount of \$10,486.00 for the Solid Waste department

CONSIDER INDIGENT DECISIONS

The Board met today at 8:49 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale and Pam White, Indigent Services Director Yvonne Baker, Customer Service Specialist Amy Brown and Deputy Clerk Jenen Ross. Director Baker said the following cases do not meet the criteria for eligibility, the following cases are initial decisions: 2017-720, 2017-731, 2017-725, 2017-728, 2017-717, 2017-716, 2017-729, 2017-727, 2017-849, 2017-912, 2017-719, 2017-718 and 2017-730 - Commissioner White made a motion as per the Clerk's statements of findings the cases as read into the record do not meet the criteria for assistance and moves that the cases be initially denied, Commissioner Dale seconded the motion with the Board voting unanimously to issue initial denials on the cases as read into the record. Ms. Baker read the following cases into the record stating that they do meet the criteria for eligibility: 2017-702 and 2017-706 - Commissioner White made a motion that as per the Clerk's statement of finding the cases just read into the record do meet the criteria for assistance and moves that the cases be initially approved for County assistance, Commissioner Dale seconded the motion with the Board voting unanimously to initially approve the cases as read into the record. The meeting concluded at 8:51 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING CONTRACT WITH CASCADE FENCE COMPANY FOR SPRING 2017 CANYON COUNTY JAIL POD 5 PERIMETER FENCING PROJECT

The Board met today at 9:04 a.m. to consider signing the contract with Cascade Fence Company for the spring 2017 Canyon County Jail Pod 5 Perimeter Fencing project. Present were: Commissioners Tom Dale and Pam White, Chief Deputy P.A. Sam Laugheed, Facilities Director Paul Navarro, Torrie Cope from the Idaho Press-Tribune and Deputy Clerk Jenen Ross. Mr. Laugheed explained this is the result of a solicitation of bids that was initiated about 6 weeks ago after detailed blueprint specs were created by Houston-Bugatsch Architects for the perimeter fence. The solicitation of bids process was completed and one bid was received; the statute requires that the county do everything possible to get at least 3 bids. Three different contractors were identified and Mr. Navarro conducted a walk-thru with those potential vendors and Cascade Fence seemed to be the most interested in the project; although the other contractors were qualified Cascade Fence was the contractor that could accommodate the schedule. The bid is within the estimate that the architect, engineer and Director Navarro came up with and it was slightly modified after the low bid response to eliminate the necessity of harvesting the material from Jerome County as the contractor advised that would be significantly more expensive. Mr. Laugheed's understanding is that Sheriff Donahue has been in contact with the Jerome County Sheriff to express Canyon County's sincere appreciation for the offer. The project is at \$28K and anticipated to take 4 weeks to complete. Director Navarro will be working closely with the contractors on this project to ensure that it is done correctly and in a secure way given the nature of the facility. Mr. Navarro stated that this is Sheriff Donahue's design and they worked closely with him and his command staff to design exactly what he wanted, the fence follows the perimeter of the sidewalks and creates a buffer for contraband going into the rec yard which has been a huge issue for that facility. The variance was granted to the county last night so the fencing can be up to 12', which will be a 10' fence and then about 18" of double-helix razor wire. The contractor will also be removing the 3-strand barbed wire on the existing fence and installing the double-helix razor wire which the variance was also granted for last night. There is a gate that allows clergy and attorneys to enter the facility that the facilities department will work to install an electro-magnet with a camera and a release inside the deputy station that can manually open the door, badges will also be coded to access the gate. Mr. Navarro has spoken with Cascade Fence and since the ground is thawed and the variance is in place they hope to start in about 2 weeks. Mr. Laugheed and Mr. Navarro said Cascade Fence will be providing their performance and payment bonds in due course once they get started and a building permit will be obtained from the city. Commissioner White made a motion to sign the contract with Cascade Fence Company for the Spring 2017 Canyon County Jail Pod 5 Perimeter Fencing project scheduled to begin in about 2 weeks, Commissioner Dale seconded the motion with the Board voting unanimously to sign the contract (see agreement no. 17-028). The meeting concluded at 9:10 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE

The Board met today at 10:01 a.m. for a legal staff update. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy P.A. Sam Laugheed and Deputy Clerk Jenen Ross.

Note for the record: As properly noticed the Board met today at 10:01 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter and records exempt from public disclosure and attorney-client communication. The Executive Session was held as follows:

Commissioner Rule made a motion to go into Executive Session at 10:02 a.m. pursuant to Idaho Code, Section 74-206(1) (b) and (d). The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, Dale and White voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy P.A. Sam Laugheed and Deputy Clerk Jenen Ross. The Executive Session concluded at 10:22 a.m. with no decision being called for in open session.

PUBLIC HEARING TO CONSIDER A REQUEST BY CHANEY STOTTS CONSTRUCTION FOR APPROVAL OF A PRELIMINARY PLAT & FINAL PLAT FOR NORTH SOUTHWICK COMMERCIAL SUBDIVISION; CASE NO. PH2016-52

The Board met today at 11:02 a.m. for a public hearing to consider a request by Chaney Stotts Construction for approval of a preliminary plat & final plat for North Southwick Commercial Subdivision; Case No. PH2016-52. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, DSD Planner Jennifer Almeida, A representative from North Southwick Commercial Subdivision and Deputy Clerk Jenen Ross. Jennifer Almeida gave the staff report stating that the subject property was conditionally rezoned to 'CR-C2', which is Condition Rezone – Service Commercial, on March 30, 2016 and the development is subject to the recorded development agreement. The subject property is located within Caldwell's impact area; the planning and zoning commission recommended approval of the preliminary plat on March 2, 2017 and the applicant has obtained the required signatures on the final plat mylar. North Southwick Commercial Subdivision contains two commercial lots, will utilize individual domestic wells, there is no irrigation water available to the property and there is a shared ingress/egress to state Highway 44. Keller and Associates has reviewed the proposed plats and drainage reports and their comments were addressed as conditions on the preliminary plat approval and those conditions have been met. The subdivision plats meet Idaho code requirements for both the preliminary and the final plats with staff recommending approval of the preliminary and final plats. Commissioner White made a motion to close public testimony, Commissioner Dale seconded the motion with the Board voting unanimously to close public testimony. Commissioner Rule made a motion to authorize signature on both the preliminary plat and final plat for North Southwick Commercial Subdivision with an amendment to include signing the finding of facts, conclusions of law,

and order for Case no. PH2016-52, the motion was seconded by Commissioner White with the Board voting unanimously on the motions. The hearing concluded at 11:06 a.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING TO CONSIDER A REQUEST BY HORROCKS ENGINEERS ON BEHALF OF TMJF PROPERTIES FOR A PRELIMINARY PLAT, IRRIGATION PLAN, DRAINAGE AND GRADING PLANS FOR ALBION ACRES SUBDIVISION; CASE NO. SD PH2016-72

The Board met today at 1:31 p.m. for a public hearing to consider a request by Horrocks Engineers on behalf of TMJF Properties for a preliminary plat, irrigation plan, drainage and grading plans for Albion Acres Subdivision; Case No. SD PH2016-72. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Planner Debbie Root, Wendy Shrief with Horrocks Engineers for Albion Acres Subdivision, Troy Mortensen with Albion Acres Subdivision and Deputy Clerk Jenen Ross. Debbie Root gave the staff report stating the planning and zoning commission forwarded the case with the recommendation of approval on March 16, 2017. The subject property was rezoned to rural residential and they are now back with their development plans for an approximate 32 residential lot development on 74 acres. It is presented as a phasing plan but they've recently determined that they'll likely do the entire development at one time but it has been forwarded with the phasing plan in place. The lots meet the minimum 2 acre average lot size. The roads will be public and there will be individual septic and well. Noticing has been done in accordance with State statutes and zoning ordinance. There is greater than 15% slope area within this development but each lot will be conditioned to have a grading plan when development occurs for the residential structures. They have identified private walking paths to a pond/common area lot along the east boundary. Staff is recommending approval. Commissioner Rule asked about the comments by the Canyon Highway District in regards to the 30' right-of-way easement. Ms. Root said that initially they requested right-of-way dedication along what will be the extension of El Paso Rd. and the highway district commissioners then requested that there be a dedication of right-of-way along the section line on the north boundary of the property so the 30' have been dedicated for future road construction. Wendy Shrief with Horrocks Engineers spoke on behalf of Albion Acres Subdivision, she addressed Commissioner White's concerns about lots that have a greater than 15% slope, she said they will not be constructing homes in those slope areas and they will be submitting individual grading permits for each home. Commissioner Rule asked about the maintenance agreement for fire or weeds in regards to the common lot, Ms. Shrief said there won't be any structures built on the common lot and there will be frontage access from La Mancha Rd. One of the pathway connections will be constructed as an emergency access that will allow passage of an emergency vehicle if necessary. Ms. Root confirmed that the fire department has seen the plans but did not offer any comment and explained that at the point of residential permitting they'll have to meet the fire district's access and turnaround requirements depending on where the structure is located. Commissioner Dale asked if Ms. Root had some additional information about the irrigation, she said that currently the property is irrigated with pressurized irrigation and there is a pump and well for that purpose. Troy Mortenson addressed the questions

regarding the irrigation, their goal is to have pressurized irrigation to each lot so there will be a riser for each 2 acre parcel. They are in the process of engineering these plans but assured the Board that it will meet the requirements of Black Canyon Irrigation. Commissioner White made a motion to close public testimony with Commissioner Rule seconding the motion. The Board voted unanimously to close public testimony. Commissioner Rule thinks this is a good plan and a good use of the land, he is going to vote to approve the preliminary plat but feels the irrigation plan is incomplete and does not feel he can sign off on that portion; he would like to see them bring back a more complete irrigation plan. Ms. Root said the irrigation plan would need to be completed before the final plat can be signed off on. Commissioner Rule made a motion in the case of Albion Acres Subdivision, Case no. SD PH2016-72 to approve the preliminary plat with Commissioner White seconding the motion. A roll call vote was taken with the Board voting unanimously to sign the preliminary plat. The meeting concluded at 1:51 p.m. At 2:03 p.m. the Board went back on the record to schedule a time to sign the FCO's, the signing is scheduled for April 19, 2017 at 10:00 a.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING TO CONSIDER A REQUEST BY ALAN MILLS ON BEHALF OF APPLE PROPERTIES FOR A PRELIMINARY PLAT, IRRIGATION PLAN, AND DRAINAGE PLAN FOR KINDER PLATZ SUBDIVISION; CASE NO. SD PH2016-68

The Board met today at 1:51 p.m. for a public hearing to consider a request by Alan Mills on behalf of Apple Properties for a preliminary plat, irrigation plan, and drainage plan for Kinder Platz Subdivision; Case no. SD PH2016-68. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Planner Debbie Root, Alan Mills, Garren Apple and Deputy Clerk Jenen Ross. Debbie Root gave the staff report stating that this property is zoned rural residential and contains about 25.3 acres. The applicants are requesting to create 3 residential lots. The property is accessed by an easement across an adjacent parcel and the current property owner and the original property owner have secured the crossing agreements for Canyon Hill canal. The accesses have been installed and the road has been built. The property will be served by an individual well and septic and will have gravity irrigation supplied by Black Canyon Irrigation. The road construction required a development permit for the flood zone and the flood plain development administrator still needs to go out and measure just to clear the development permit as there may be some additional things the adjacent property owner will need to do in regards to the development permit. The fire district has approved the approach and crossing of the canals. Mr. Mills stated that this is a property Mr. Apple bought and intends to build on the largest lot, there was previously a home at that location so there is already existing septic, well and electric to the property. Commissioner Rule asked about lot no. 1 and the road access, Mr. Mills said that is in the subdivision ordinance as mandatory. Commissioner Dale asked if there will be access off of Greenwell Rd., Mr. Mills said access will be coming off of Willis. Commissioner White made motion to close public testimony with Commissioner Rule seconding the motion and the Board voting unanimously to close public testimony. Commissioner White made a motion to approve the preliminary plat, irrigation plan and drainage plan with an amendment to sign the findings of fact, conclusions of law,

conditions of approval and order for Kinder Platz Subdivision, Case No. SD PH2016-68, Commissioner Rule seconded the motion with the Board voting unanimously on the motion. The meeting on concluded at 2:01 p.m. An audio recording is on file in the Commissioners' Office.

FOURTH DAY OF THE APRIL TERM, A.D., 2017
CALDWELL, IDAHO APRIL 13, 2017

PRESENT: Commissioner Tom Dale, Chairman
Commissioner Pam White
Commissioner Steve Rule
Deputy Clerk Monica Reeves / Jenen Ross

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Right! Systems Inc. in the amount of \$12,944.70 for the Information Technology department
- AA Tronics in the amount of \$3241.08 for the Information Technology department

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Nichole Schwend and Laura Barbour.

LEGAL STAFF UPDATE AND CONSIDER SIGNING SPRING 2017 CANYON COUNTY JAIL POD 5 RECREATION YARD ENCLOSURE PROJECT SOLICITATION OF BIDS

The Board met today at 9:03 a.m. for a legal staff update and to consider signing the Spring 2017 Canyon County Jail Pod 5 Recreation Yard Enclosure project solicitation of bids. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy P.A. Sam Laugheed, Facilities Director Paul Navarro, Chief Deputy Sheriff Marv Dashiell, Jail Captain Daren Ward, Torrie Cope from the Idaho Press-Tribune and Deputy Clerk Jenen Ross. Mr. Laugheed said this is the procurement process to put the lid over the rec yard. Director Navarro has worked with Houston-Bugatsch to obtain the detailed blueprints and specifications for this work. This is the process by which the county identifies at least 3 different public works contractors who are qualified to do this kind of work and provides them with the detailed specs and they provide a bid; the lowest bid will be the one awarded the contract. There will be a project walk-thru and schematic review next week and bids will be due on April 26, 2017. Captain Ward said the amount of time the rec yard is down for construction will need to be addressed with the contractor; Director Navarro said they

will invite Captain Ward to the walk-thru so his concern can be addressed at that time. Mr. Navarro also said that the staging area, vehicle parking, cutting and fabricating will all need to be addressed as there are potential weapons in all of these things. Mr. Laugheed said that during the walk-thru, timeframes could be addressed and if it doesn't meet our requirements the county could do an addendum to establish a timeframe and will only accept bids from contractors that can meet that timeframe. Commissioner White made a motion to sign the Spring 2017 Canyon County Jail Pod 5 Recreation Yard Enclosure project solicitation of bids, the motion was seconded by Commissioner Dale. A roll call vote was taken with Commissioners White and Dale voting in favor of signing the solicitation of bids for the Pod 5 Recreation Yard Enclosure project and Commissioner Rule voting against. The motion carried with a 2-to-1 split vote. There were no items for discussion in legal staff. The meeting concluded at 9:06 a.m. An audio recording is on file in the Commissioners' Office.

FAIR BOARD CANDIDATE INTERVIEWS; EXECUTIVE SESSION TO CONSIDER A PERSONNEL MATTER PURSUANT TO IDAHO CODE, SECTION 74-206(1)(A), (B) AND (D): INTERVIEW AND CANDIDATE EVALUATIONS FOR FAIR BOARD MEMBERS

The Board met today at 9:48 a.m. to conduct fair board candidate interviews; executive session to consider a personnel matter pursuant to Idaho code, section 74-206(1)(a), (b) and (d): interview and candidate evaluations for fair board members. Commissioner Rule made motion to enter into executive session pursuant to Idaho Code 74-206 (1)(a), (b) and (d), the motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Fair Director Diana Sinner, Event Coordinator Ellen Tingstrom, Fair Board applicants and Deputy Clerk Jenen Ross. Bruce Ankeny arrived at 9:45 a.m. and left at 10:15 a.m. Karen Alldredge arrived at 10:30 a.m. and left at 11:00 a.m. Rebecca Coulter arrived at 11:00 a.m. and left at 11:30 a.m. Kim Hasenoehrl arrived at 1:30 p.m. and left at 2:00 p.m. Josh Sanders arrived at 2:15 p.m. and left at 2:45 p.m. Allan Laird arrived at 2:45 p.m. and left at 3:15 a.m. Kim Harvey arrived at 3:30 p.m. and left at 4:00 p.m. The Board recessed at 4:00 p.m. and will continue the executive session at 10:30 a.m. tomorrow, April 14, 2017.

FIFTH DAY OF THE APRIL TERM, A.D., 2017
CALDWELL, IDAHO APRIL 14, 2017

PRESENT: Commissioner Tom Dale, Chairman
Commissioner Pam White
Commissioner Steve Rule
Deputy Clerk Monica Reeves / Jenen Ross

APPROVED CLAIMS ORDER NO. 4-14-17

The Board of Commissioners approved payment of County claims in the amount of \$45,946.00 for accounts payable.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Abigail Nickel, Jerry Crawford, Jared Jensen, Robert Martinez, Thomas Moore, Roxana Page, Sheila Warner, Audrey McKay, Steven Philpott, Paige Gabiola-Reedy and Anthony Bernstein.

CONSIDER SIGNING RESOLUTION OF THE CANYON COUNTY BOCC DESIGNATING SURPLUS PERSONAL PROPERTY WITH NOMINAL VALUE REGARDING OUTGOING PARKS DIRECTOR COMPUTER

The Board met today at 10:05 a.m. to consider signing a resolution of the Canyon County BOCC designating surplus personal property with nominal value regarding the outgoing Parks Director computer. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy P.A. Sam Laugheed, Parks Director Tom Bicak, Deputy Clerk Jenen Ross. Mr. Laugheed explained that this is a process the county follows on occasion with outgoing department administrators and elected officials when they have certain technology that they use during their tenure with the county that no longer has value on a resale market or to the county. In this case, Director Bicak has an HP Pavilion DM4 laptop that is from approximately 2005; Mr. Laugheed has spoken with IT Director Rast about this item and the retail value is less than \$175. The statute 31-808 allows the county to dispose of this type of surplus property with nominal value if it is less than \$250. This resolution will allow Director Bicak to take this antiquated computer with him which contains information that will be useful to him in a personal capacity. Mr. Laugheed stated that there is no legal reason not to move forward with signing the resolution, all subscriptions and password accesses will be removed. Commissioner White made a motion to sign the resolution designating surplus property with nominal value, Commissioner Rule seconded the motion with the Board voting unanimously to sign the resolution (see resolution no. 17-051). The meeting concluded at 10:09 a.m. An audio recording is on file in the Commissioners' Office.

FAIR BOARD CANDIDATE INTERVIEWS; EXECUTIVE SESSION TO CONSIDER A PERSONNEL MATTER PURSUANT TO IDAHO CODE, SECTION 74-206(1)(A), (B) AND (D): INTERVIEW AND CANDIDATE EVALUATIONS FOR FAIR BOARD MEMBERS – CONTINUED FROM APRIL 13, 2017

The Board met today at 10:30 a.m. to conduct fair board candidate interviews; executive session to consider a personnel matter pursuant to Idaho code, section 74-206(1)(a), (b) and (d): interview and candidate evaluations for fair board members. The executive session

was continued from April 13, 2017. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Fair Director Diana Sinner, Event Coordinator Ellen Tingstrom, Fair Board applicant and Deputy Clerk Jenen Ross. Dawn Shahan arrived at 10:30 a.m. and left at 11:00 a.m. The executive session concluded at 11:13 a.m. with no decisions being called for in open session.

CONSIDER SIGNING A RESOLUTION ON THE COMPREHENSIVE MAP AMENDMENT AND REZONE APPLICATION FEE WAIVER APPLICATION FOR THE BLUE BARN PRODUCE AND MORE LLC AND CONSIDER SIGNING LOWER BOISE FEMA FLOOD STUDY SECLUSION AREAS

The Board met today at 11:15 a.m. to consider signing a resolution on the comprehensive map amendment and rezone application fee waiver application for the Blue Barn Produce and more LLC and consider signing Lower Boise FEMA flood study seclusion areas. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, Deputy P.A. Zach Wesley left at 11:21 a.m. and Deputy Clerk Jenen Ross. Ms. Nilsson explained that this pertains to an open code enforcement case they've had for several years. She's been working with the property owner and in terms of land use operations this is retail/sales in an ag zone. The property is located on Hwy 20-26 and was brought into Caldwell's impact area last year. One of the options for compliance from the land use side is to zone it C-1; Ms. Nilsson has spoken with the City of Caldwell and they have no concerns with the C-1 zone at that location. It will require a comprehensive plan amendment and a rezone; the owner is willing to pay for the rezone but the \$2500 fee for the comprehensive plan amendment is out of her budget. The work done in processing those applications isn't a lot of extra work for a comp plan change when it goes thru with a rezone, it is just one staff report and one legal notice and they are heard concurrently at both P&Z and the Board. Director Nilsson is requesting that the comp plan fee be waived knowing that the owner will pay the \$850 rezone fee. Commissioner Rule had concerns in regards to the time and energy that has been spent by the county to get this property in compliance. Ms. Nilsson said that in the past the owner has gotten mixed messages from staff within her department and this is an issue that should have been dealt with 6 years ago. Commissioner Rule made a motion to sign the resolution waiving the land use application fee for MS & MB Farms LLC and Blue Barn Produce & More, LLC, the motion was seconded by Commissioner White. A roll call vote was taken on the motion with the Board voting unanimously to sign the resolution (see resolution no. 17-054).

Director Nilsson presented to the Board a letter that she's drafted to FEMA in regards to the FEMA Flood Study Seclusion areas. There were two levies within the county identified by FEMA where there was no documentation of ownership or maintenance but in the process of updating the new model they asked the county if they wanted these particular areas to be secluded. The seclusion would mean that the areas marked would continue under the currently adopted flood maps to be studied later. She feels that one reason they maybe shouldn't be secluded is that it may give people a false sense of security that they're providing flood control. Canyon County is dealing mostly with agricultural areas including

pastures, some farm dwellings but very few residences. A large portion the base flood elevations in the new model are actually lower causing a lot of relief for the property owners not having to elevate their structures as high. Due to the fact there hasn't been any acknowledgement of ownership the flood control district and the City of Parma would like certain areas not to be secluded, they want these areas under the new mapping vs. the old mapping. It is the county's responsibility to make the request of FEMA as to whether or not the county wants those areas on the maps or not. It is not for all levies, just two specific levies. Commissioner Rule asked if it would be appropriate to have a public hearing on the matter, Ms. Nilsson let him know that public meetings were held in January and no one commented. They also notified individual property owners who may be affected by the new mapping that there will be a change to their property; there were approximately 300-400 letters mailed. FEMA contracted with Steve Sweet with Flood Control District 10, he did some research and he hasn't been able to determine who built the levies or any construction documentation. Once FEMA puts out final maps for public review and formal adoption there is still a challenge of the technical methodology by Boise city. There are still several months of review and public hearings on the new set of maps. Director Nilsson would like to send a letter to FEMA asking them not to seclude two certain areas as the county would like the opportunity to evaluate them. Once the Board has an opportunity to review the letter they will let her know. The meeting concluded at 11:30 a.m. An audio recording is on file in the Commissioners' Office.

SIXTH DAY OF THE APRIL TERM, A.D., 2017
CALDWELL, IDAHO APRIL 17, 2017

PRESENT: Commissioner Tom Dale, Chairman – out of the office
Commissioner Pam White
Commissioner Steve Rule – out of the office
Deputy Clerk Monica Reeves / Jenen Ross

No meetings were held this day.

SEVENTH DAY OF THE APRIL TERM, A.D., 2017
CALDWELL, IDAHO APRIL 18, 2017

PRESENT: Commissioner Tom Dale, Chairman – out of the office
Commissioner Pam White
Commissioner Steve Rule
Deputy Clerk Monica Reeves / Jenen Ross

No meetings were held this day.

EIGHTH DAY OF THE APRIL TERM, A.D., 2017
CALDWELL, IDAHO APRIL 19, 2017

PRESENT: Commissioner Tom Dale, Chairman
Commissioner Pam White
Commissioner Steve Rule
Deputy Clerk Monica Reeves / Jenen Ross

APPROVED CLAIMS ORDER NO. 4-25-17

The Board of Commissioners approved payment of County claims in the amount of \$6810.92, \$63,167.53 and \$195,020.45 for accounts payable.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Mikel Hautzinger.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Hess Construction in the amount of \$5200.00 for the Facilities department
- The Blind Gallery in the amount of \$1477.00 for the Facilities department
- Coverdale Nursery in the amount of \$3710.00 for the Facilities department
- Dell USA in the amount of \$2789.27 for the Information Technology department
- National Business Furniture in the amount of \$1119.60 for the Misdemeanor Probation department
- Western States Solutions in the amount of \$4920.00 for the Sheriff's Office.

CONSIDER INDIGENT DECISIONS

The Board met today at 8:49 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Sr. Customer Service Specialist Terry Salisbury and Deputy Clerk Jenen Ross.

Ms. Salisbury said the following cases do not meet criteria for assistance and initial denials will be issued: 2017-616, 2017-748, 2017-911, 2017-750, 2017-745, 2017-752, 2017-743, 2017-860, 2017-620, 2017-755, 2017-751, 2017-612, 2017-756, 2017-767 and 2017-749. The following case does meet the criteria for assistance and an order of approval will be issued: 2017-854.

Case no. 2017-6761 will be placed in suspension with a written decision to be issued within 30 days.

Commissioner White made a motion to issue the decisions as read into the record, Commissioner Rule seconded the motion with the Board voting unanimously on the motion. The meeting concluded at 8:53 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE

The Board met today at 9:06 a.m. for a legal staff update. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley and Deputy Clerk Jenen Ross. Commissioner Dale said the irrigation canal at Howe Rd. has failed and washed out the road. Golden Gate Highway District has asked for help in repairing canals but all canals are actually owned by private canal companies. Commissioner Rule believes that the canal companies can request reimbursement once repairs are complete since the County has declared a state of emergency. He also suggested having Lt. Schorzman or Chairman Dale get in contact with the ditch company to let them know what their options are for reimbursement as they may not be aware. Zach Wesley explained that the county doesn't have any financial obligation unless the agency has exhausted their own resources. The meeting concluded at 9:11 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING AMENDMENT NO. 1 TO CANYON COUNTY HISTORIC PRESERVATION SUPPORT AWARD AGREEMENT NO. 16-251

The Board met today at 9:33 a.m. to consider signing amendment no. 1 to Canyon County Historic Preservation support award agreement no. 16-251. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Brian Billingsley from the City of Caldwell, Susan Miller from the City of Caldwell, Deputy P.A. Zach Wesley and Deputy Clerk Jenen Ross. Mr. Billingsley explained that over the winter with the heavy snowfall one of the canopies covering several items at the museum failed at both ends where the roofing collapsed. It's been suggested that since it's a pretty old canopy it just be taken down and build something new; another issue with the canopy is that it's very close to a 100 year-old boxcar and now rain water that comes off the canopy is hitting the boxcar and rotting out the door. The majority of the costs will be covered by the city's insurance but they'd like to use some of the monies from the Historic Preservation Grant for the deductible. The original plans for this year were to build a pathway around the museum and add some bleacher seating, however, the bleacher seating is supposed to be under the canopy so that wouldn't be able to be done anyway until the canopy is repaired. They are requesting to amend the agreement already in place and hold off on acquiring the bleacher seating and instead using those funds to repair the canopy. Mr. Wesley said the Historic Preservation Commission suggested making this amendment to the support award agreement, he has reviewed the request and presented to the Board an amendment that would add the replacement of the canopy and outdoor museum artifacts and then, as an alternative, and/or construction of a sidewalk and bleacher seating in the outdoor museum, this way the Caldwell Historical

society could determine of those 3 projects which would be the best way to spend the funds. Commissioner Rule made a motion to approve amendment no. 1 to the Canyon County Historic Preservation Support Award agreement no. 16-251, the motion was seconded by Commissioner White with the Board voting unanimously to sign the agreement. The meeting concluded at 9:37 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING THE FINDINGS OF FACT, CONCLUSIONS OF LAW AND ORDER FOR ALBION ACRES SUBDIVISION, CASE NO. SD-PH2016-72

The Board met today at 10:02 a.m. to consider signing the Findings of Fact, Conclusions of Law and Order for Albion Acres Subdivision, Case No. SD-PH2016-72. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, DSD Planner Deb Root, and Deputy Clerk Monica Reeves. Ms. Root said at the April 12, 2017 meeting for Albion Acres it was noted that the irrigation plan was not complete enough to approve at that time. Staff has included a condition that states the developer shall provide a detailed irrigation plan showing methods of delivery, locations of all irrigation structures, including pumps, ponds, weirs, etc., to be utilized for delivery to the proposed pressurized irrigation system for the development. Easements for the irrigation structures and delivery system must be included on the preliminary plat. The engineer sent an irrigation plan this morning but it's not detailed enough to understand how or where they will pressurize the system. The condition will stand and it will have to be completed before the final plat is presented to the Board. Upon the motion of Commissioner Rule and the second by Commissioner White the Board voted unanimously to sign the Findings of Fact, Conclusions of Law and Order for Albion Acres Subdivision, Case No. SD-PH2016-72. The meeting concluded at 10:04 a.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING – REQUEST BY DODD INVESTMENTS, LLC FOR APPROVAL OF A MODIFICATION OF THE PRELIMINARY PLAT SHOWING A PHASING PLAN FOR TABLE MEADOWS SUBDIVISION PHASE II

The Board met today at 10:04 a.m. to conduct a public hearing in the matter of a request by Dodd Investments, LLC, Case No. SD-PH2016-32, for approval of a modification of the preliminary plat showing a phasing plan for Table Meadows Subdivision Phase II. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, DSD Planner Deb Root, John Carpenter, and Deputy Clerk Monica Reeves. Deb Root gave the oral staff report. The proposed Phase II development is for 45 residential lots, six common lots, public roads, city water and sewer amenities, on approximately 28.47 acres located in an "R1" (Single Family Residential) zone. Phase III is an undeveloped 5.43 acre parcel currently in agricultural pasture. The subject property is located at the southwest corner of the intersection of Lewis Lane and South Powerline Road in Nampa. The P&Z Commission forwarded the case with a recommendation of approval for the phasing plan. The proposed development without the phasing plan was formerly approved by the Board on August 9,

2016. Deb Root gave the oral staff report. The Board has previously approved this development for Table Meadows Subdivision but the developer decided to create an additional phase and not plat the 5.43 acre parcel in the northeast corner of the property so we're here today to consider a phasing plan so they can present the final plat with that lot not included. Staff recommends approval of the modification. John Carpenter said their only request is to remove the one lot. Construction is almost done; curb and gutter is down, and sewer and water are in, and pressurized irrigation is nearly complete. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to close public testimony. Commissioner White made a motion to approve the modification of the preliminary plat showing a phasing plan for Table Meadows Subdivision Phase 2, SD-PH2016-32. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion which carried unanimously. The hearing concluded at 10:06 a.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING – REQUEST BY TONY ELORDI FOR APPROVAL OF A PRELIMINARY PLAT, DRAINAGE PLAN, AND PRELIMINARY IRRIGATION PLAN FOR ANDORRA ESTATES SUBDIVISION, CASE NO. SD-PH2016-63

The Board met today at 10:17 a.m. to conduct a public hearing in the matter of a request by Tony Elordi for approval of a preliminary plat, drainage plan, and irrigation plan for Andorra Estates Subdivision, Case No. SD-PH2016-63. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, DSD Planner Deb Root, Tony Elordi, and Deputy Clerk Monica Reeves. Deb Root gave the oral staff report. The proposed preliminary plat is in accordance with the conditions of the development agreement. There are hillside development areas; there will be grading and drainage plans for all residential structures that are added to the property to ensure the hillside development and slope issues are dealt with. There will be private roads; irrigation is in question although it has been conditioned so that Mr. Elordi will provide a very specific plan for how and when each lot will receive water. He is proposing to use the installed irrigation system which is not what they assumed with a pressurized irrigation system so they need to clarify that but it has been conditioned for a water users maintenance agreement that will flush out those details as far as how the lots received water from the pressurized irrigation system that also services the pivot irrigation system on the agricultural lot. The preliminary plat is in accordance with the zoning ordinance and the statutes and staff is recommending approval. The proposed development is subject to a development agreement with Canyon County (No. 16-226 and recorded as Instrument No. 2016-040997.) The development contains six (6) residential lots, two (2) restricted agricultural lots, and two (2) road lots on approximately 68.48 acres of "CR-RR" (CR-Rural Residential) property. The P&Z Commission forwarded the case with a recommendation of approval on March 16, 2017. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to close the public hearing. Commissioner Rule made a motion to approve Andorra Estates Subdivision, Case No. SD-PH2016-63, and to approve the Findings of Fact, Conclusions of Law and Order. The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White, and Dale voting

in favor. The motion carried unanimously. The hearing concluded at 10:22 a.m. An audio recording is on file in the Commissioners' Office.

MONTHLY MEETING WITH SOLID WASTE DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION, AND TO CONSIDER A NOTICE OF SOLE SOURCE PROCUREMENT FOR SERVICES FROM STERICYCLE, INC.

The Board met today at 11:00 a.m. for a monthly meeting with the Solid Waste Director to discuss general issues, set policy and give direction, and to consider signing a notice of sole source procurement for services from Stericycle, Inc. Present were: Commissioners Pam White and Steve Rule, Deputy P.A. Brad Goodsell, Solid Waste Director David Loper, and Deputy Clerk Monica Reeves. Mr. Goodsell said Mr. Loper asked him to attend the meeting because there's one matter that involves risk management that would be appropriate for Executive Session.

EXECUTIVE SESSION - COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

Commissioner Rule made a motion to go into Executive Session at 11:01 a.m. pursuant to Idaho Code, Section 74-206(1) (i) to communicate with the County's risk manager regarding pending/imminently likely claims. The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule and White voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Pam White and Steve Rule, Deputy P.A. Brad Goodsell, Solid Waste Director David Loper and Deputy Clerk Monica Reeves. The Executive Session concluded at 11:19 a.m. with no decision being called for in open session. (Mr. Goodsell left at 11:19 a.m. and returned at 11:29 a.m.) PIO Joe Decker arrived at 11:20 a.m.

Mr. Loper reported on the following topics:

- Waste amounts were up 13.5% for March – this past month was their biggest month
- Top Con Rover; the Board recently signed a purchase order for the new GPS equipment (a rover and a base) but it broke so he will submit a purchase order for another one
- Well Abandonment PB-3 –the cost is less than \$10,000, a purchase order will be submitted
- Landfill gas pipe
- He attended the SWANA conference last month
- Household Hazardous Waste Event on June 10, 2017
- Free Day at the landfill is April 22, 2017
- Surface Emissions Monitoring

Mr. Goodsell said the notice of sole source procurement gives public notice that the County intends to contract with Stericycle to run the countywide hazardous waste disposal day. We did this same thing last year and there were no objections. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the notice of sole source procurement which will publish in the Idaho Press-Tribune on April 25, 2017. The meeting concluded at 11:32 a.m. An audio recording is on file in the Commissioners' Office.

MONTHLY MEETING WITH PUBLIC DEFENDER TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION

The Board met today at 2:33 p.m. for a monthly meeting with the Public Defender to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule (left at 3:09 p.m.), Public Defender Tera Harden, Chief Deputy Public Defender Krista Howard, Deputy Public Defender Ryan Dowell and Deputy Clerk Jenen Ross. Ms. Harden gave a review and breakdown of her financials; they are right on track with the 'A' budget and look to be right on track with the 'B' budget, although she does have concerns with the conflict counsel budget. She gave a breakdown of time spent on cases and caseloads. Starting Monday they will start the workload study that will be sent to the Public Defense Commission, the information that is collected will be used to determine caseload requirements and/or determine what the caseload limits will be. She gave a review and breakdown of cases that have been conflicted out and the total number of cases in specialty court. Commissioner Dale asked about the matter of succession planning; Ms. Harden said she did not receive the email Commissioner Dale forwarded to her last week regarding the analysis by Chief Deputy P.A. Sam Laugheed. Commissioner Dale stated that there is a procedure that needs to be followed in order to appoint a Public Defender. He understands Ms. Harden's recommendation for the position is Krista Howard and the Board appreciates and values that recommendation. The intention would be to move towards an interim Public Defender as they go thru the process but intend to follow her recommendation and encourage the interim person to apply for the position.

EXECUTIVE SESSION – PERSONNEL MATTER

A request was made to go into Executive Session to discuss a personnel matter. The Executive Session was held as follows: Commissioner Rule made a motion to go into Executive Session at 3:00 p.m. pursuant to Idaho Code, Section 74-206(1) (b). The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Public Defender Tera Harden and Deputy Clerk Jenen Ross. The Executive Session concluded at 3:27 p.m. with no decision being called for in open session.

The meeting concluded at 3:27 p.m. An audio recording of the open portion of this meeting is on file in the Commissioners' Office.

NINTH DAY OF THE APRIL TERM, A.D., 2017
CALDWELL, IDAHO APRIL 20, 2017

PRESENT: Commissioner Tom Dale, Chairman
Commissioner Pam White
Commissioner Steve Rule
Deputy Clerk Monica Reeves / Jenen Ross

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Northwest Pump & Equipment Co. in the amount of \$3669.55 for the Fleet department
- Adamson Pump & Drilling, Inc. in the amount of \$5655.00 for the Solid Waste department

LEGAL STAFF UPDATE AND CONSIDER SIGNING A RESOLUTION GRANTING MOTHER EARTH BREW CO, LLC A PROPERTY TAX EXEMPTION PURSUANT TO IDAHO CODE § 63-602NN

The Board met today at 9:04 a.m. for a legal staff update and to consider signing a resolution granting Mother Earth Brew Co., LLC a property tax exemption pursuant to Idaho Code § 63-602NN. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell (left at 9:07 a.m.), P.A. Bryan Taylor, Chief Deputy Sheriff Marv Dashiell, Controller Zach Wagoner, Chief Deputy Assessor Joe Cox, Assessor Brian Stender and Deputy Clerk Jenen Ross. Brad Goodsell has prepared a resolution for the Board to consider granting a property tax exemption to Mother Earth Brew Co. for a 5 year period, 75% for a five year period not to exceed \$2,419,875 in property value. He gave the Board a letter from Mother Earth Brew Co. signed by the managing member and the President/CEO indicating that they agree to the terms and conditions. Commissioner Rule made a motion to sign the resolution granting the Mother Earth Brew Co. a property tax exemption pursuant to Idaho code 63-602NN, the motion was seconded by Commissioner White. A roll call vote was taken with the Board voting unanimously to sign the resolution (see resolution no. 17-056).

Note for the record: As properly noticed the Board met today at 9:04 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a records that are exempt from public disclosure. The Executive Session was held as follows:

EXECUTIVE SESSION – RECORDS THAT ARE EXEMPT FROM PUBLIC DISCLOSURE

A request was made to go into Executive Session to discuss records that are exempt from public disclosure. The Executive Session was held as follows:

Commissioner White made a motion to go into Executive Session at 9:08 a.m. pursuant to Idaho Code, Section 74-206(1) (d). The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy P.A. Sam Laugheed, P.A. Bryan Taylor, Chief Deputy Sheriff Marv Dashiell and Controller Zach Wagoner. The Executive Session concluded at 9:34 a.m. with no decision being called for in open session.

The meeting concluded at 9:35 a.m. An audio recording of the open portion of this meeting is on file in the Commissioners' Office.

BIWEEKLY MEETING WITH FLEET DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION

The Board met today at 10:02 a.m. for a biweekly meeting with Fleet Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Fleet Director Mark Tolman and Deputy Clerk Jenen Ross. Director Tolman updated the Board on the following items:

- All of the surplus vehicles have been sold thru the auction website.
- There are a few programs that need to be updated to accommodate Windows 10, including their Phoenix fuel system; he will be submitting a PO now for that update to be ready when IT does the Windows 10 upgrade.
- He recently sent out condition surveys to other Directors to see where they're at with their vehicles and needs so he can plan his budget accordingly. Ideally he likes to shuffle vehicles around depending on each departments use and need, thus minimizing some of the cost or the need to purchase additional vehicles.
- He has had a lot of requests to use the drone to get a view of the river and flooding but he's had to say no. The purpose of the drone is designed for a small area, search and rescue or an active shooter situation.
- Picture review of the up fitting they do the Sheriff vehicles.
- They are working on repairing vehicle damage that occurred over the winter. A lot of the repairs are under the deductible so the insurance line will be used to help get the repairs completed.

The meeting concluded at 10:19 a.m. An audio recording is on file in the Commissioners' Office.

WEEKLY MEETING WITH THE DIRECTORS OF FACILITIES AND IT TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION

The Board met today at 10:23 a.m. for a weekly meeting with the Directors of Facilities and IT to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Pam White, IT Director Greg Rast, IT Business Analyst Don Brown and Deputy Clerk Jenen Ross. Director Rast gave updates on the following items:

- **Budget:** Director Rast has reached out to other department administrators and EO's to help establish their needs for the FY2018 budgets.
- **Courtroom audio:** the three courtrooms on the first floor and the three new ones on the Magistrate side are now done. They are being tested right now and the sign-off paperwork should be completed the first week in May. So far they've had really good reports including the audio zoning to make sure it's equal across the entire courtroom. The phone system has been integrated into the system so now phone will come over the audio and can be recorded. The next phase will be the older courtrooms on the second floor and the third floor courtrooms. They are working with the Supreme Court to pay for the upgrades in those courtrooms as they've done with the six already completed.
- **Vacant positions:** The admin support position has been filled by Abbie Nickel from the Clerk's Office who will start on May 1st. There are two remaining positions to be filled. Commissioner Dale asked if there is any kind of plan to move the print shop, Director Rast said due to the addition of staff and equipment they are running short on space. He has spoken with Director Navarro about other options. Additionally, if the print shop does move to an offsite location he'll need to work with the fleet department about getting an additional vehicle.
- **BOCC recording:** On May 5th the same red 'recording' lights will be added to the Public Meeting room. There are a few issues with the faceplate that will be addressed before budget time. There is also a video output issues thru the controls that will be fixed. He has approached AA Tronics about a small service level agreement that they take ownership of the BOCC and Public meeting room audio systems.
- **Boise Office Equipment:** An RFP was signed in August 2015 for the Multi-Function Printer contract, Boise Office Equipment (BOE) was selected as the vendor but the process was never completed and no contract was ever signed between Canyon County and BOE. Director Rast has spoken with legal and they will get a contract in place ASAP to complete the RFP.
- **Secure The Human training:** He will be speaking with the EO's to determine which trainings would be most beneficial for each of their employees. There are 14 core modules that cover basic online security that he feels every employee should complete.
- **Microsoft:** This is a "triangle agreement" that is negotiated every 3 years. There has been some clean-up to do as there have been some licenses dropped and/or not renewed and accounts not kept updated. The contract is approximately \$150-160K each year. The software is a lease program which mean you have the rights to

upgrade whenever you want. He has asked them come up with 3 different licensing modules based on what is needed and then he will start negotiating.

- **Project awareness:** There are currently 13 active projects with 6 being closed in the next 30 days. There are 32 projects in the que that they are doing investigation thru the PMO.
- **Project close-out review:** The Sheriff's Office was using an old application that was not able to run on the new operating system so it was converted into just reports.

The meeting concluded at 10:53 a.m. An audio recording is on file in the Commissioners' Office.

BIWEEKLY MEETING WITH DIRECTOR OF JUVENILE DETENTION TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION

The Board met today at 11:01 a.m. for a biweekly meeting with the Director of Juvenile Detention to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Pam White, Juvenile Detention Director Steve Jett, Juvenile Detention Deputy Administrator Sean Brown, Karen Skow with the Department of Juvenile Corrections, Chelsea Newton with the Department of Juvenile Corrections, Seth Scott, Director of the Pocatello Juvenile Detention Center, Joe Langan, District III liaison and Deputy Clerk Jenen Ross. Director Jett reported on the following items: They are having the state inspection for compliance monitoring today. During the inspection they check the compliance with standards, conduct interviews with kids and staff, look at logs and check files to make sure everything is in line. As of today, they have 29 juveniles in custody with numbers holding steady. Sean Brown and Director Jett have been working with HR Director Baumgart and Controller Zach Wagoner regarding the new compensation plan; for his department it took away a range for the assistant supervisors so they are now in with line staff, field officers and assistants. He is having some compression issues which is discouraging people to apply for the supervisory positions. Commissioner Dale suggested coming to the Board with a solution and they'll take it under advisement. They will be conducting interviews tomorrow for the open positions in the department. The meeting concluded at 11:10 a.m. An audio recording is on file in the Commissioners' Office.

BIWEEKLY MEETING WITH DIRECTORS OF JUVENILE PROBATION AND MISDEMEANOR PROBATION TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION

The Board met today at 11:17 a.m. for a biweekly meeting with the Directors of Juvenile Probation and Misdemeanor Probation to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Pam White, Chief Juvenile Probation Officer Elda Catalano, Deputy Director of Misdemeanor Probation Lisa Sheehan and Deputy Clerk Jenen Ross.

Ms. Catalano updated the Board on the following items: provided an update on the SUDS funding (Substance Use Disorder Services) that passes thru to the county from the state; this is funding that can only be used for juveniles. The state allocates a certain amount of money to the county to address substance abuse issues in the communities. It was decided many years ago as a district that the issue would be addressed as a district instead of by each individual county and with that they created a "SUDS committee" where all the chief probation officers meet once a month to review all the cases that have come in for substance abuse or any other issues and then they decide how to allocate that money. One person has been hired to manage that fund and that person is paid by this funding. As of today, 50% of the funding has been spend but they are at 65% of the timeframe, so they are underspending; the new fiscal year will start on July 1. There are currently 64 kids in treatment. The state designated a total of \$472,857 for the district. As of right now her department has 287 kids on probation and 32 placed at the Idaho Department of Juvenile Corrections. Ms. Catalano provided a brief overview of how they prioritize making visits to the juveniles on probation and how to provide them with the resources they need to resolve their issues within the community. They are doing a review of their probation work and how they accomplish that work based on their mission. There is room for improvement in their practices so she has brought together a team of employees to evaluate some of the practices in meeting their mission.

Deputy Director Lisa Sheehan reported on the following items:

Odyssey is coming online for the courts and they will be adopting that as their primary database; the community service fee issue has been worked out with the Supreme Court. Ms. Sheehan was invited by the Family Justice Center to do a lunch and learn, along with felony probation, to explain what probation does and the difference between misdemeanor and felony, what the supervision goals are and what they can and can't do. The meeting went really well and they were able to get a lot of information out to the community. The meeting concluded at 11:30 a.m. An audio recording is on file in the Commissioners' Office.

MEETING TO DISCUSS LEGISLATIVE CHANGES TO THE PROPERTY TAX EXEMPTION LAW

The Board met today at 1:31 p.m. for a meeting to discuss legislative changes to the property tax exemption law. Present were: Commissioners Tom Dale and Pam White, Tina Wilson from Western Alliance for Economic Development, Beth Ineck from the City of Nampa, Steve Fultz from the City of Caldwell, Chief Deputy Assessor Joe Cox, Assessor Brian Stender, Deputy P.A. Brad Goodsell, Torrie Cope with the Idaho Press-Tribune, Sam Laugheed arrived at 2:16 p.m. and Deputy Clerk Jenen Ross. Ms. Ineck stated that the Governor has signed house bill 235 which creates changes to the property tax exemption for 63-602NN which is the most common one that Canyon County uses to provide property tax exemptions for manufacturing companies that are expanding or coming into the county. The new bill provides the opportunity to either make some changes or more formalize what is currently being done.

There are about 4 primary changes:

- Specifies improvements owned or leased by the taxpayer

- The Commissioners, by ordinance, can establish an investment amount not less than \$500,000 – changing the threshold from \$3 million to \$500,000
- Facilities for non-retail purposes that are either commercial or industrial are eligible – previously it was just manufacturing so now an office project would be eligible along with general commercial but retail is specifically disallowed
- Commission must adopt an ordinance outlining exactly how the exemption will be handled. The bill requires that there are 5 days written notice to all of the affected taxing districts of the application and the Department of Commerce explaining what the application for exemption is for and allowing them to participate in the public meeting

Ms. Ineck asked if the Board plans to move forward with maintaining a \$3 million dollar exemption level. With the way that the legislation is written and the requirement of an ordinance determining the threshold there is an opportunity to create different thresholds based on job creation, economic impact and location of the project. Commissioner Dale would like see the pros and cons of reducing the threshold and assumes the county would stick to the practice of no more than a 75% exemption for 5 years. Commissioner White asked if applications could be taken on a case-by-case basis. Mr. Goodsell stated that the statute is pretty clear that there needs to be one set threshold for all applications and Ms. Ineck added that the ordinance has to be fair to all taxpayers. 90% of the business investments in Canyon County will be at the \$500,000 threshold which would require each application to be vetted by the Assessor's Office and Mr. Goodsell so there would be a fair amount of manpower involved with a potentially greater number of applications coming in. One of the other requirements is that the business must provide significant economic benefits. Commissioner Dale questioned how significant economic benefit is determined as it could mean different things to different communities. Mr. Goodsell explained that it was intentionally left for the Board to determine how broad or narrow they view that and that there are 6 or 7 different requirements a company must meet before an exemption will be considered. Mr. Cox said when he presents an exemption proposal to the Board he views the number of people that will be employed, people that are transferred out of state, the type of wages being paid, whether medical benefits are included and the synergy the business could create within the community as part of significant economic benefits. Another question to ask when considering a lower threshold is: are we rewarding companies for doing what they were going to do anyway? The idea behind the exemption is to incentivize businesses to relocate to Canyon County or for an existing company to expand. Commissioner Dale suggested that maybe a matrix could be created outlining the requirements for an exemption, which would remove all subjectivity when considering significant economic benefit. It will also allow Ms. Ineck, Mr. Fultz and Ms. Wilson a clear outline when speaking with companies thinking of moving to Canyon County as to what exactly they can expect and what Canyon County can offer. Ms. Wilson stated she is working with a small company that could really benefit from a lower threshold. Commissioner Dale said he is in favor of a lower threshold but there needs to be a matrix in place. Commissioner White is worried about changing a program that is already working so well. Ms. Ineck suggested that this may be an opportunity to look at the application process and ask potential new companies to provide additional information as to the positions they intend to create and the investment vs. the population of the area they're considering

locating to or even having the company sign an affidavit stating that if not for this incentive they would not be investing in Idaho for this project. Commissioner Dale doesn't feel by lowering the threshold it diminishes the effectiveness of this tool in any way and allows the Board the discretion to consider some significant economic development in smaller areas of the county. Mr. Fultz explained that the state tax reimbursement incentive (TRI) does include an urban and rural differential and that it is clearly lined out; possibly the exemption could follow the same lines and be consistent with what the state is doing. One concern is being able to keep the guidelines consistent from Board to Board as members change. Commissioner Dale said that could be resolved by having policy with the ordinance in place. The Board requested that Ms. Ineck, Ms. Wilson and Mr. Fultz develop an outline of the matrix that would reflect each of their positions and then bring it back to the Board for review and consideration. The meeting concluded at 2:30 p.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION – PERSONNEL MATTER, RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

Note for the record: As properly noticed the Board met today at 1:31 p.m. for a meeting to discuss legislative changes to the property tax exemption law. A request was made to go into Executive Session to discuss a personnel matter, records exempt from public disclosure and attorney-client communication, and to communicate with the County's risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:

Commissioner White made a motion to go into Executive Session at 2:33 p.m. pursuant to Idaho Code, Section 74-206(1) (b), (d) and (i). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale and Pam White, Chief Deputy P.A. Sam Laugheed, HR Director Sue Baumgart and Deputy Clerk Jenen Ross. The Executive Session concluded at 3:03 p.m. with no decision being called for in open session.

TENTH DAY OF THE APRIL TERM, A.D., 2017
CALDWELL, IDAHO APRIL 21, 2017

PRESENT: Commissioner Tom Dale, Chairman
Commissioner Pam White
Commissioner Steve Rule
Deputy Clerk Monica Reeves / Jenen Ross

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Richard Friddle and Carl Dille.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- HP Direct in the amount of \$3294.00 for the Information Technology department

APPROVED CLAIMS ORDER NO. 4-25-17

The Board of Commissioners approved payment of County claims in the amount of \$35,924.93, \$12,305.09, \$39,493.23, \$65,167.22, \$52,784.41, \$112,812.83 for accounts payable.

CONSIDER INDIGENT MATTERS

The Board met today at 8:53 a.m. to consider indigent matters. Present were: Commissioners Tom Dale and Pam White, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, and Deputy Clerk Jenen Ross. Upon the motion of Commissioner White and second by Commissioner Dale, the Board voted unanimously to approve final denials for Case Nos. 2017-436 and 2017-363. The meeting concluded at 8:54 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-334

The Board met today at 9:19 a.m. to conduct a medical indigency hearing for Case No. 2017-334. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Hearing Specialist Michelle Kidd, Attorney Mark Peterson, Kassi Daugherty from St. Luke's and Deputy Clerk Jenen Ross; the applicant did not appear. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to continue the case to July 13, 2017. The hearing concluded at 9:48 a.m.

CONSIDER INDIGENT MATTERS

The Board met today at 9:50 a.m. to consider indigent matters. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Hearing Specialist Michelle Kidd and Deputy Clerk Jenen Ross. The applicant nor the hospital appeared for the following cases and Ms. Kidd is requesting that they be taken under advisement with initial determinations of denials to be issued within 30 days: 2017-229, 2017-360, 2017-410, 2017-340, 2017-511, 2017-359, 2017-319 and 2017-385. Commissioner White made

a motion that the cases as read into the record do not meet the criteria for county assistance and that initial decision of denial be issued within 30 days. The motion was seconded by Commissioner Rule with the Board voting unanimously on the motion. The meeting concluded at 9:51 a.m. An audio recording is on file in the Commissioners' Office.

ELEVENTH DAY OF THE APRIL TERM, A.D., 2017
CALDWELL, IDAHO APRIL 24, 2017

PRESENT: Commissioner Tom Dale, Chairman
Commissioner Pam White – out of the office
Commissioner Steve Rule
Deputy Clerk Monica Reeves / Jenen Ross

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Elizabeth Leonard.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Bonneville Blueprint Supply in the amount of \$6600 for the Solid Waste department

FILE IN MINUTES

The Board filed the Treasurer's monthly report for March 2017 and quarterly report for January – March 2017 in today's minutes.

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:31 a.m. for an office staff meeting. Present were: Commissioners Tom Dale and Steve Rule, PIO Joe Decker, Deputy Clerk Jenen Ross, Sr. Administrative Specialist Jamie Miller, and Deputy Clerk Monica Reeves. The Board reviewed this week's schedule with staff. Joe Decker reported on the following communication items: he is finalizing his budget request for submission to the Controller; will participate on the interview panel for the dispatch center; the law enforcement memorial ceremony will be held on May 17; early voting will take place next week; Prosecutor Taylor is organizing a media training class; the Idaho Press-Tribune has requested an interview with Fair Director Diana Sinner; the superhero walk will take place over the weekend. The meeting concluded at 8:43 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE AND CONSIDER SIGNING RESOLUTION AUTHORIZING THE RETIREMENT OF CANYON COUNTY SHERIFF OFFICER K9 “YOGI”

The Board met today at 9:01 a.m. for a legal staff update and to consider a resolution authorizing the retirement of Canyon County Sheriff Officer K9 “Yogi”. Present were: Commissioners Tom Dale and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, Chief Deputy Sheriff Marv Dashiell, and Deputy Clerk Monica Reeves. Mr. Porter said the dog has reached the end of his career and he will be retired to the West Valley Humane Society rather than to the handler because of some special needs and that’s the best place for him. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to sign the resolution authorizing the retirement of Canyon County Sheriff Officer K9 “Yogi”. (See Resolution No. 17-059.) As part of the legal staff update Commissioner Dale said he wanted to discuss a personnel matter; an Executive Session was held as follows:

EXECUTIVE SESSION – PERSONNEL MATTER AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION

Commissioner Rule made a motion to go into Executive Session at 9:02 a.m. pursuant to Idaho Code, Section 74-206(1) (b) and (d) a personnel matter, records exempt from public disclosure and attorney-client communication. The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Rule and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, Chief Deputy Sheriff Marv Dashiell, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:07 a.m. with no decision being called for in open session.

An audio recording of the open portion of the meeting is on file in the Commissioners’ Office.

BIWEEKLY MEETING WITH THE DIRECTOR OF DEVELOPMENT SERVICES TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION AND CONSIDER SIGNING A LETTER REGARDING THE LOWER BOISE FEMA FLOOD STUDY SECLUSION AREAS

The Board met today at 11:12 a.m. for a biweekly meeting with the Director of Development Services to discuss general issues, set policy and give direction and consider signing a letter regarding the Lower Boise FEMA Flood Study Seclusion Areas. Present were: Commissioners Tom Dale and Steve Rule, Director of Development Services Tricia Nilsson and Deputy Clerk Jenen Ross. Ms. Nilsson presented a letter she’s drafted to FEMA in regards to the Lower Boise FEMA Flood Study Seclusion Areas. Commissioner Rule made a motion to sign the letter, Commissioner Dale seconded the motion with the Board voting unanimously on the motion (a copy of this letter is on file with this day’s minute entry). Director Nilsson continued on with her biweekly meeting updating the Board on

the following items: So far in April they've done \$135K in permit revenue. She is continuing to work with Owyhee Produce and recently met with one of the property owners; they need to get their C.U.P. in but they are still working thru some boundary issues and aren't able to apply for the C.U.P. until those issues are resolved. The Chief Building Inspector will be out for a couple of months for a surgery but plans to do some work from home scheduling inspections and doing plan review. Ms. Nilsson met with several parties in regards to Britannia Heights subdivision and some of the sanitary restrictions there; the developer wanted DSD to take in the building permits but her department has a policy that unless the septic approval is in place the building permit won't be issued. She has spoken with the City of Caldwell and learned that they no longer want to do addressing in their impact area, they would prefer that the county take over this function but she indicated it will require an ordinance amendment. She also recently learned that in Ada County inundation mapping was done and in her conversations with the City of Caldwell thinks this may be good to do in Canyon County as well. She will follow-up with the Army Corp of Engineers to see what this entails and if any grants are available. The meeting concluded at 11:30 a.m. An audio recording is on file in the Commissioners' Office.

MEETING TO CONSIDER VARIOUS NEW PROPERTY TAX EXEMPTION APPLICATIONS AND RENEWING VARIOUS EXEMPTIONS UNDER CODES: 50-2014, 63-602B, 63-602C, 63-602D, 63-602E, 63-602GG, 63-602W, 63-602X

The Board met today at 2:01 p.m. to consider various new property tax exemption applications and renewing various exemptions under codes: 50-2014, 63-602B, 63-602C, 63-602D, 63-602E, 63-602GG, 63-602W, 63-602X. Present were: Commissioners Tom Dale and Steve Rule, Assessor Brian Stender, Chief Deputy Assessor Joe Cox, Sr. Administrative Specialist Jennifer Loutzenhiser and Deputy Clerk Jenen Ross.

Urban Renewal exemption under Idaho Code 50-2014:

- **Urban Renewal Agency of Caldwell (5 parcels)**

Commissioner Rule made a motion to approve the exemptions for the properties as read into the record, the motion was seconded by Commissioner Dale with the Board voting unanimously to approve the exemptions.

Religious LLC's, Corporations or Societies under Idaho code 63-602B:

- **Salt and Light Radio**

Commissioner Rule made a motion to deny the exemption; the motion died due to lack of a second. The exemption has been denied but the Board has asked for them to set a meeting.

- **Canyon Hill Church of the Nazarene**

Commissioner Rule made a motion to deny the exemption, the motion was seconded by Commissioner Dale with the Board voting unanimously to deny the exemption.

- **Sunny Ridge Assembly of God**

Commissioner Rule made a motion for the exemption to remain as it is, the motion was seconded by Commissioner Dale with the Board voting unanimously for no change to the exemption.

- **Caldwell Free Methodist Church**

Commissioner Rule made a motion to grant the exemption with Commissioner Dale seconding the motion and the Board voting unanimously to approve the exemption.

- **Bible Pentecostal Church**

Commissioner Rule made a motion for no change to the exemption, the motion was seconded by Commissioner Dale with the Board voting unanimously for no change in exemption status.

- **Fairview Church of the Nazarene**

Commissioner Rule made a motion to approve the exemption with Commissioner Dale seconding the motion and the Board voting unanimously to approve the exemption.

- **LDS Church (Linden Rd. location)**

Commissioner Rule made a motion to approve the exemption with Commissioner Dale seconding the motion and the Board voting unanimously to approve the exemption.

- **Roman Catholic Diocese of Boise**

Commissioner Rule made a motion to partially remove the exemption, Commissioner Dale seconded the motion with the Board voting unanimously to remove partial exemption.

Fraternal, Benevolent or Charitable LLC's, Corps or Societies under Idaho Code 63-602C:

- **Parma Area Senior Citizen Center**

Assessor's office states this application is incomplete as it is missing the 990 form which is their income tax return that non-profit organizations are required to do. Commissioner Rule made a motion to deny the exemption, Commissioner Dale seconded the motion with the Board voting unanimously to remove the exemption.

- **Arena Valley Park Association**

Commissioner Rule made a motion to grant the exemption, Commissioner Dale seconded the motion with the Board voting unanimously to approve the exemption.

- **Fleet Reserve Association**

Commissioner Rule made a motion to approve the exemption with Commissioner Dale seconding the motion and the Board voting unanimously to approve the exemption.

- **Community Health Clinics (Terry Riley Health – Nampa location)**

Commissioner Rule made a motion to approve to the exemption with Commissioner Dale seconding the motion and the Board voting unanimously to approve the exemption.

- **Community Health Clinics (Terry Riley Health – Caldwell location)**

Commissioner Rule made a motion to deny the exemption, Commissioner Dale seconded the motion with the Board voting unanimously to deny the exemption.

- **Deseret Industries**

Commissioner Rule made a motion to approve the exemption with Commissioner Dale seconding the motion and the Board voting unanimously to approve the exemption.

School or Educational Purposes under Idaho Code 63-602E:

- **Idaho Arts Charter School**

Commissioner Rule made a motion to approve the exemption with Commissioner Dale seconding the motion and the Board voting unanimously to approve the exemption.

- **Thomas Jefferson Charter School**

Commissioner Rule made a motion to deny the exemption, Commissioner Dale seconded the motion with the Board voting unanimously to deny the exemption.

- **Xerox Financial Services (5 accounts)**

Commissioner Rule made a motion to deny the exemption, Commissioner Dale seconded the motion with the Board voting unanimously to deny the exemption.

- **MailFinance Inc. (2 accounts)**

Commissioner Dale made a motion to approve the exemptions with Commissioner Rule seconding the motion and the Board voting unanimously to approve the exemptions.

- **EverBank Commercial Finance (2 accounts)**

Commissioner Rule made a motion to approve the exemptions with Commissioner Dale seconding the motion and the Board voting unanimously to approve the exemptions.

Low-income Housing Owned by Nonprofit Organizations under Idaho Code 63-602GG:

- **Columbia Gardens Inc. (2 parcels)**

Commissioner Rule made a motion to deny the exemptions with Commissioner Dale seconding the motion and the Board voting unanimously to deny the exemptions.

Columbia Gardens submitted applications for exemption under both Low-income housing and Charitable organizations, both are denied by the Board.

- **Advocates Against Family Violence**

Commissioner Rule made motion to deny the exemption, Commissioner Dale seconded the motion with the Board voting unanimously to deny the exemption.

Site Improvements Associated with Land under code 63-602W:

- **Greenleaf Air Ranch (2 phases)**

Commissioner Rule made a motion to grant the exemption on both phases, Commissioner Dale seconded the motion with the Board voting unanimously to grant the exemptions.

Charitable Personal Property Tax Exemption under Idaho Code 63-602C:

Commissioner Rule made a motion for no change in exemption for the following parcels, the motion was seconded by Commissioner Dale with the Board voting unanimously for no change in exemption.

- Community Health Clinics dba Terry Reilly Health Services (12 parcels)
- Corp. of Presiding Bishop of Jesus Christ of Latter Day Saints
- VFW Post 11065
- Idaho Youth Ranch (2 parcels)
- Melba Valley Historical Society
- Nampa Aerie No. 2103 (2 parcels)
- St. Vincent De Paul of Caldwell (2 Parcels)
- Caldwell Elks Home Assn. Inc. (2 parcels)
- Hispanic Cultural Center of Idaho
- Theta PSI House Corporation
- YMCA of Boise (2 parcels)

Hospital Property Tax Exemption under Idaho Code 63-602D:

Commissioner Rule made a motion for no change in exemption for the following parcels, the motion was seconded by Commissioner Dale with the Board voting unanimously for no change in exemption.

- St. Luke's Hospital (6 parcels)
- St. Alphonsus Hospital (21 parcels)

Educational Personal Property Tax Exemption under Idaho Code 63-602E:

Commissioner Rule made a motion for no change in exemption for the following parcels, the motion was seconded by Commissioner Dale with the Board voting unanimously for no change in exemption.

- GE Capital Information Tech Solutions (3 parcels)

Urban Renewal Property Tax Exemption under Idaho Code 50-2014:

Commissioner Rule made a motion for no change in exemption for the following parcels, the motion was seconded by Commissioner Dale with the Board voting unanimously for no change in exemption.

- Urban Renewal Agency of the City of Caldwell (10 parcels)

Religious LLC's, Corporations or Societies under Idaho Code 63-602B:

Commissioner Rule made a motion for no change in exemption for the following parcels, the motion was seconded by Commissioner Dale with the Board voting unanimously for no change in exemption.

- First Church of the Nazarene (2 parcels)
- Iglesia Misionera Pentecostes Inc. (3 parcels)
- Breath of Life Fellowship Inc.
- Apostolic Way Inc.
- Methodist Church
- First Baptist Church of Middleton (3 parcels)
- Church of Christ Caldwell
- Fairview Church of the Nazarene (4 parcels)
- Homedale Friends Community Church
- Community Baptist Church of Melba, Inc.
- Lakeview Bible Church (2 parcels)
- New Life Bible Fellowship, Inc.
- Corp. of Presiding Bishop of Jesus Christ of Latter Day Saints (49 parcels)

Casualty Loss Property Tax Exemption under Idaho Code 63-602X:

Commissioner Rule made a motion to approve the exemptions, Commissioner Dale seconded the motion with the Board voting unanimously to approve the exemption.

- REG Properties LP dba Shaffer Storages (2 buildings)

The meeting concluded at 3:08 p.m. An audio recording is on file in the Commissioners' Office.

TWELFTH DAY OF THE APRIL TERM, A.D., 2017
CALDWELL, IDAHO APRIL 25, 2017

PRESENT: Commissioner Tom Dale, Chairman– out of the office
Commissioner Pam White
Commissioner Steve Rule
Deputy Clerk Monica Reeves / Jenen Ross

BIWEEKLY MEETING WITH THE HUMAN RESOURCES DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION

The Board met today at 8:46 a.m. for a biweekly meeting with the Human Resources Director to discuss general issues, set policy and give direction. Present were: Commissioners Pam White and Steve Rule, Chief Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, HR Director Sue Baumgart and Deputy Clerk Jenen Ross.

Note for the record: As properly noticed the Board met today at 8:46 a.m. for a biweekly meeting with the HR Director. A request was made to go into Executive Session to discuss a personnel matter and records exempt from public disclosure. The Executive Session was held as follows:

Commissioner Rule made a motion to go into Executive Session at 8:47 a.m. pursuant to Idaho Code, Section 74-206(1) (b) and (d). The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners White and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Pam White and Steve Rule, Chief Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, HR Director Sue Baumgart and Deputy Clerk Jenen Ross. The Executive Session concluded at 8:59 a.m. with no decision being called for in open session.

FY17 CANYON COUNTY JAIL NEEDS ANALYSIS AND CONCEPT DESIGN REQUEST FOR QUALIFICATIONS ADDENDUM NO. 1

The Board met today at 9:01 a.m. to consider signing FY17 Canyon County Jail needs analysis and concept design request for qualifications addendum no. 1. Present were: Commissioners Pam White and Steve Rule, Chief Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter and Deputy Clerk Jenen Ross. Mr. Laugheed stated that the date for questions due was April 21, 2017 but no questions, objections to the process or requests for clarification were received. The addendum states that we didn't receive any questions or objections and the calendar of events as originally scheduled remains on track which would be statements of qualifications due this Friday at 9:00 a.m. Commissioner White made a motion to sign the FY17 Canyon County Jail needs analysis and concept design request for qualifications addendum no. 1 and Commissioner Rule made a motion that we do not sign any addendum, both motions failed due to lack of a second. The meeting concluded at 9:05 a.m. An audio recording is on file in the Commissioners' Office.

MONTHLY MEETING WITH THE FAIR DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION AND CONSIDER SIGNING ENTERTAINMENT CONTRACTS FOR THE CANYON COUNTY FAIR WITH PATTI SYME AND KEVIN WOLFE AND CONSIDER SIGNING A RESOLUTION APPOINTING MEMBERS TO THE ADVISORY FAIR BOARD

The Board met today at 9:33 a.m. for a monthly meeting with the Fair Director to discuss general issues, set policy and give direction and consider signing entertainment contracts

for the Canyon County Fair with Patti Syme and Kevin Wolfe and consider signing a resolution appointing members to the advisory Fair Board. Present were: Commissioners Pam White and Steve Rule, Fair Director Diana Sinner, Deputy P.A. Allen Shoff, Torrie Cope with the Idaho Press-Tribune and Deputy Clerk Jenen Ross. Ms. Sinner updated the Board on the following items:

- **Sponsorship:** Peterson Stampede Dodge, Jeep, Chrysler, Ram will be the presenting sponsor with a \$25,000 sponsorship. They are currently at 82% of budget for sponsorship.
- **Concerts:** Line-up was announced yesterday and the feedback has been very positive. Tickets will go on sale Friday and the exhibitor guide will go out in May.
- **Grounds/Facility improvements:** The building has been rented out nearly every weekend and every renter has noticed the improvements.
- **Contracts:** Contracts will go out next week to the food and commercial vendors.

Consider signing entertainment contracts for the Canyon County Fair with Patti Syme and Kevin Wolfe: Allen Shoff explained that both contracts are similar to previous years. Commissioner Rule made a motion to sign the contracts for Patti Syme (see agreement no. 17-030) and Kevin Wolff (17-031), the motion was seconded by Commissioner White with the Board voting unanimously to sign the contracts.

Consider signing a resolution appointing members to the advisory Fair Board: Ms. Sinner said the interviews went well and feels very encouraged that the new Board brings a variety of skills and strengths. She is looking forward to working with them and relying on them for their support, opinions and direction. There will be two 3-year terms filled by Josh Sanders and Rebecca Coulter and three 2- year terms filled by Kim Hasenoehrl, Dawn Shahan and Allan Laird. At this time the board will be kept to 5 members and then Ms. Sinner will look to fill the two additional spots at a later time. Commissioner Rule made a motion to sign the resolution appointing members to the advisory Fair Board, Commissioner White seconded the motion. A roll call vote was taken with the Board voting unanimously to sign the resolution (see resolution no. 17-060). The meeting concluded at 9:44 a.m. An audio recording is on file in the Commissioners' Office.

THIRTEENTH DAY OF THE APRIL TERM, A.D., 2017
CALDWELL, IDAHO APRIL 26, 2017

PRESENT: Commissioner Tom Dale, Chairman – out of the office
Commissioner Pam White
Commissioner Steve Rule
Deputy Clerk Monica Reeves / Jenen Ross

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Michaela Owens.

APPROVED CLAIMS ORDER NO. 1715

The Board of Commissioners approved payment of County claims in the amount of \$1,449,218.63 for a County payroll.

CONSIDER INDIGENT DECISIONS

The Board met today at 8:50 a.m. to consider indigent decisions. Present were: Commissioners Pam White and Steve Rule, Indigent Services Director Yvonne Baker, and Deputy Clerk Monica Reeves. Director Baker presented a final amended approval for Case No. 2016-962, which had been previously approved by the Board but an amendment was necessary. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to issue the final amended approval for Case No. 2016-962. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to issue initial denials with a written decision to be issued in 30 days for the following cases: Case Nos. 2017-774, 2017-776, 2017-754, 2017-939, 2017-803, 2017-920, 2017-790, 2017-923, 2017-882, 2017-775, and 2017-747. The meeting concluded at 8:51 a.m. An audio recording is on file in the Commissioners' Office.

OPEN BIDS FOR THE SPRING 2017 CANYON COUNTY JAIL POD 5 RECREATION YARD ENCLOSURE PROJECT

The Board met today at 9:01 a.m. to open bids for the Spring 2017 Canyon County Jail Pod 5 Recreation Yard Enclosure Project. Present were: Commissioners Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley, Facilities Director Paul Navarro, Chief Deputy Sheriff Marv Dashiell, Captain Daren Ward, Torrie Cope from the Idaho Press-Tribune, and Deputy Clerk Monica Reeves. Sam Laugheed said this is a solicitation of bids for a public works construction project with an estimated value of less than \$100,000 and we identified three public works bidders that Director Navarro has worked with and that we've solicited bids from in the past to solicit on this project. A project walkthrough was held where one of those vendors asked pertinent questions and demonstrated an interest in the project. The bids were due today at 8:59 a.m., and at 9:00 a.m. we had not yet received any bids but at 9:01 a.m. a bid was emailed from the same vendor who had attended the project walkthrough. Mr. Laugheed said we could stick to the strict limitations of the solicitation of bids and say that because we did not have any in time the County is free to select a vendor from the open market using the best interests of the County as a guideline. Or, we could waive our own deadline of 8:59 a.m. and say that 9:01 a.m. was materially sufficient to our purposes. Paul Navarro said we're under a six month deadline with the city to have this completed per our special use agreement and it's a complicated project. He knows the contractor from when he used to work for the state and

he wouldn't mind hiring him and if the requirements can be met he'd like to take his bid. Alpine Construction, Inc., was the only company to submit a bid, which was in the amount of \$93,000. Mr. Laugheed said the Board could waive that slight defect and accept the bid and he, Director Navarro and Captain Ward can review it and make sure it complies with the other requirements. Commissioner Rule wants to solicit more than one bid. Commissioner White agreed and asked why the other two companies didn't bid. Mr. Navarro said the construction industry is very busy and he's having a hard time getting people to respond to smaller projects but he will reach out to the other two companies and see if they are interested. Mr. Laugheed said Mr. Navarro will check with the other firms and maybe see if we can get a better deal on the open market without a bidding process. Commissioner Rule said we should open it back because due to the lack of timely bids. Mr. Laugheed said we'll either have a contract or an additional process on the agenda. The meeting concluded at 9:08 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING FAIR ADVERTISING AND MARKETING INDEPENDENT CONTRACTOR AGREEMENT WITH PEPPERSHOCK MEDIA

The Board met today at 9:15 a.m. to consider signing a Fair Advertising and Marketing Independent Contractor Agreement with Peppershock Media. Present were: Commissioners Pam White and Steve Rule, Deputy P.A. Zach Wesley, Fair Director Diana Sinner, and Deputy Clerk Monica Reeves. Zach Wesley said up until two years ago when the Fair brought a marketing position in-house, Peppershock Media had a good stint with the fair as the advertising and media services specialist. The employee left six months ago and they haven't found anyone qualified who could get it ready for the 2017 fair. Peppershock Media made us aware of their services and they are familiar with the fair so that's why Ms. Sinner talked with them. Mr. Wesley said this year's agreement differs from those in the past and it's a personal services contract so it doesn't require a formal process. The intent is to see how it goes this year and then consider hiring an employee or doing an RFP to make sure the rates are competitive. The scope of work goes over the basic services; the rates are divided into three categories: for media purchases there is a commission of 15% off the gross charges; for new sponsorship sales they will receive 20%; renewal sponsorships at 10% and upsold contracts where sponsorship is increased 120% they will be entitled to a commission of 20%. When Commissioner White inquired about the rates Ms. Sinner said 20% is the industry standard when working with an agency that is selling sponsorships. Mr. Wesley said there will be a commission on in-kind sponsorships of 15% on the value for media that is donated to the fair that Peppershock Media negotiates with media providers. The County will own the artwork produced. The agreement will end with this current fair arrangement so they will not be entitled to a percentage of a renewing sponsorship in the future. They will have a team on-hand to deal with sponsors and media at the fair. Commissioner Rule said he doesn't hold Peppershock Media in high opinion because they charge professional commissions and rates but have provided poor performances and he believes there are better options for the County. Commissioner White said she is happy with some of the new aspects and given the timeframe we are under and the change in direction she supports the contract. Ms. Sinner said she too is concerned about finances but they were struggling to find someone who could fill the role and they went this route because it's their best chance

for a successful fair this year. She has identified a person for next year and is trying to figure out if they can partner with Peppershock Media on the things they are good at but keep the other things in-house so that financially it makes sense for the County. The contract will be rescheduled to May 1st when the full Board is present. The meeting concluded at 9:28 a.m. An audio recording is on file in the Commissioners' Office.

FOURTEENTH DAY OF THE APRIL TERM, A.D., 2017
CALDWELL, IDAHO APRIL 27, 2017

PRESENT: Commissioner Tom Dale, Chairman
Commissioner Pam White
Commissioner Steve Rule
Deputy Clerk Monica Reeves / Jenen Ross

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Victors, LLC to be used 4/29/17 for a benefit auction.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Lost West Winery to be used 5/14/17 for the 28th Annual Mother's Day Celebration.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Curtis Long and Hannah Burgard.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Curtis Blue Line in the amount of \$2850.00 for the Sheriff's Office
- CDWG in the amount of \$2698.41 for the Information Technology department
- Pacific Steel in the amount of \$2512.99 for the Facilities department

CONSIDER SIGNING FACILITY USE AGREEMENT WITH THE UNIVERSITY OF IDAHO;
CONDUCT EXECUTIVE SESSION UNDER IDAHO CODE § 74-206 (1)(E) TO CONSIDER
PRELIMINARY NEGOTIATIONS INVOLVING MATTERS OF TRADE OR COMMERCE IN

WHICH THE GOVERNING BODY IS IN COMPETITION WITH GOVERNING BODIES IN OTHER STATES OR NATIONS; AND CONDUCT A LEGAL STAFF UPDATE

The Board met today at 9:02 a.m. to consider signing a Facility Use Agreement with the University of Idaho; and to conduct an Executive Session under Idaho Code §74-206 (1)(e) to consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations (regarding *Project Rice*); and to conduct a legal staff update. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley, Deputy P.A. Brad Goodsell, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Facilities Director Paul Navarro, Steve Fultz from the Caldwell Economic Development Corporation, Project Rice representative, and Deputy Clerk Monica Reeves. The items were considered as follows:

Facility Use Agreement with the University of Idaho for the 4-H Showmanship Clinic and 4-H and FFA Sheep and Goat Weigh-In: Mr. Wesley said the University of Idaho requested some changes to the standard rental agreement for the fair building for two dates in May. The agreement includes changes to the insurance and indemnification sections that were requested by the university. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to sign the facility use agreement with the University of Idaho. (See Agreement No. 17-032.)

Next, the Board went into Executive Session as follows:

EXECUTIVE SESSION – RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, TO CONSIDER PRELIMINARY NEGOTIATIONS INVOLVING MATTERS OF TRADE OR COMMERCE, COMMUNICATE WITH LEGAL COUNSEL REGARDING PENDING/IMMINENTLY LIKELY LITIGATION, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

Commissioner White made a motion to go into Executive Session at 9:05 a.m. pursuant to Idaho Code, Section 74-206(1) (d), (e), (f), and (i) to discuss records exempt from public disclosure and attorney-client communication, preliminary negotiations involving matters of trade or commerce, communicate with legal counsel regarding pending/imminently likely litigation, and to communicate with the County's risk manager regarding pending/imminently likely claims. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Brad Goodsell, Deputy P.A. Zach Wesley, Steve Fultz, a representative from Project Rice, and Deputy Clerk Monica. Mr. Fultz and the project representative left at 9:24 a.m. Indigent Services Director Yvonne Baker and Hearing Generalist Kellie George arrived at 9:25 a.m. and left at 9:40 a.m. Facilities Director Paul Navarro arrived at 9:41 a.m. The Executive Session concluded at 9:58 a.m. with no decision being called for in open session.

An audio recording of the open portion of the discussion is on file in the Commissioners' Office.

FISCAL YEAR 2017 FINANCIAL UPDATE

The Board met today at 10:07 a.m. for a Fiscal Year 2017 financial update. Present were: Commissioners Tom Dale and Pam White, Clerk Chris Yamamoto, Controller Zach Wagoner, Chief Deputy Clerk Drew Maffei, PIO Joe Decker, and Deputy Clerk Monica Reeves. Zach Wagoner said over the past nine years Canyon County has left \$61 million in taxpayers' pockets and that's something to be proud of and it sends a strong message about how we feel about being fiscally conservative. We have been significantly under our levy authority the past 8 years and in FY2014 we were nearly \$13 million under our levy authority in that year alone. Our forgone amount is roughly \$8 million so that would factor into what we could levy next fiscal year. During the years before 2008 we were consistently taking the maximum we could but in 2009 we began a different approach. Commissioner Dale said if we had kept the property tax collections even in 2014, rather than dipping down, that could have been useful to our health plan. Clerk Yamamoto said there were two years where they felt like the fund balance was too high - government is not in business to stack cash - so in 2014 they "burned some fund balance." A proper fund balance is 33%, but in 2013 we were over 50%. Mr. Wagoner said as of March 31, 2017 the governmental fund (current expense fund, justice, indigent, and district court among others) revenues were \$37 million and expenditures were \$34 million. On the landfill fund the expenditures have exceeded revenue by about \$800,000 due to the purchase of the compactor in November, but he anticipates the revenues will catch up and washout the expenditures. On the health insurance fund the revenues are \$5 million and the expenditures are \$4 million with a balance as of March 31 of \$1.6 million. On the revenue side there is nearly \$5 million this fiscal year compared to \$3 million the prior fiscal year which is reflective of the onetime infusion and the per employee per month increase. There is more money going into the fund but unfortunately the expenditures have increased at a rate of \$100,000 per month. Commissioner White said if the trend continues we may have to look at putting \$1.2 million (\$100,000 x 12 months) to keep up with it. Mr. Wagoner said whatever we pay into that fund we're paying to ourselves so if claims were to decrease then the County would receive financial benefit from it. Commissioner Dale said the premiums need to cover it and if \$1,053 per employee per month isn't sufficient we should be looking at another number. We shouldn't have to put a million a year in addition to what we are collecting in premiums. Mr. Wagoner said if we did that the money would likely come from property tax. Commissioner Dale said it's part of the expense of doing business. Clerk Yamamoto said the healthcare costs in this nation are crazy but we can't do anything about it at a local level, but if there is a repeal of the Affordable Healthcare Act they will work with the trustees and HR and possibly have some recommendations. He also said Canyon County's claims exceed national averages by quite a bit. There was discussion about the need for a wellness plan and whether we need to sit down with Gem Plan and sharpen pencils to find out what's driving the costs. Clerk Yamamoto said he and Mr. Wagoner have been discussing the Gem Plan and whether they are bringing enough to the table to justify their existence. He believes we need to look at other options. Commissioner White agrees and Commissioner Dale believes they need to prove their service is beneficial to the County. Mr. Wagoner said the County is with Blue Cross, and Gem Plan is an intermediary that negotiates a lower rate with Blue Cross but we don't know how effective that is. He said the trustees had been brushed aside and made to feel like their input doesn't matter so they are trying to move towards this communication and talking about plan structure and communicating to employees the cost of going to ER

because those conversations will have the biggest financial impact on the plan as a whole. The indigent fund is taking a financial beating this year with the total expenditures increasing by 44%, nearly \$500,000, and involuntary holds have increased by 52%. There was discussion about people who are arrested in Canyon County but live in another county and if they're put on an involuntary hold and require medical treatment we are responsible for the entire bill. Commissioner Dale said if we had a crisis center it could alleviate some of this. The Clerk agreed and said some people might say that would be more important than a new jail. Commissioner Dale said there are state monies available to start a crisis center but the issue is you only get two years of funding from the state and after that you must have a plan in place to sustain it. He questioned if the amount we'd save on the involuntary holds would be enough to sustain County tax dollars. Mr. Wagoner said the budget adjustment includes \$61,000 on the A budget side related to the health insurance contribution and then a \$650,000 increase in the B budget for increased involuntary holds and other medical indigent costs for a total increase of a little of \$700,000. He's hoping it will be enough but it's impossible to predict the costs. Following comments Mr. Wagoner recommended the \$650,000 amount be increased to \$850,000. Commissioner White wants to have a discussion about whether to do a crisis center over a jail or whether we should do both. Regarding the cost of involuntary holds, Clerk Yamamoto said we may be able to lower the costs if we had a crisis center but it wouldn't be by a lot; however, the idea would be to have successes and keep those individuals out of the justice system and the jail, which is a great benefit for the taxpayers and that individual. Commissioner Dale wants to find out if an involuntary hold section can be attached to the jail and whether we can access state funds to help with that. The proposed budget adjustments are as follows:

- \$850,000 for indigent
- \$105,000 addition to the budget for the property tax environment upgrade that benefits the assessor, clerk and treasurer in order to calculate and collect property taxes in a timely manner.
- \$15,000 for two part-time facilities positions to help with the Fair. He suggests moving that into the facilities budget.
- \$40,000 - will use the state provided consolidated elections money to pay salaries and benefits this year; the new chief deputy who's doing a lot of work in consolidated elections.
- \$4.1 million for the fiscal year for the increased health insurance contributions.

Total budget adjustment: \$5.1 million.

Commissioner Dale asked what amount of cash is available for a down payment for the jail. We have a window of opportunity to run a bond in November and if we do that we can tell the public we can pay for a cash down payment and reduce the bond on the jail. Mr. Wagoner said indigent costs, jail costs, and construction costs are the tip of the iceberg, the real costs are the running and staffing of the jail for the next 30 years. As far as cash today the amount is around \$6 million. Clerk Yamamoto said the \$4 million that was added this fiscal year was for other purposes and we've spent it. If you look at what's going on with the housing economy there is a shortage, therefore the price has gone up and people are buying more than what they can afford and the concern is we could have another housing recession that drops value so he and the Controller are having discussions about that possibility. Right now

there isn't anything available above the \$6 million that's been assigned. Commissioner Dale said if we have a \$45 million proposal for a jail it would be a positive thing to tell people we have a \$6 million down payment. Commissioner White said if we don't get it done by November and we look at 2018 then there may be an opportunity to make it a healthier number. Clerk Yamamoto said if that amount is increased it would be all property tax dollars. Commissioner Dale said if we had been keeping up on health insurance costs for the last 10 years like we should have then we wouldn't have had to put \$4 million in halfway through this year. Mr. Wagoner will prepare a legal notice for the budget changes and the budget will be opened a few weeks after that. The meeting concluded at 11:03 a.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING TO CONSIDER THE APPEAL OF A PLANNED UNIT DEVELOPMENT FOR TREASURE VALLEY RENEWABLES, CASE NO. PH2016-71; AND ISSUE WRITTEN DECISION REGARDING THE REQUEST BY TREASURE VALLEY RENEWABLES, LLC, FOR A COMPREHENSIVE PLAN MAP AMENDMENT, CONDITIONAL REZONE AND DEVELOPMENT AGREEMENT, CASE NOS. PH2016-55 & 56

The Board met today at 2:00 p.m. to consider the appeal of a Planned Unit Development (PUD) for Treasure Valley Renewables, Case No. PH2016-71, and to issue a written decision regarding the request by Treasure Valley Renewables, LLC, for a comprehensive plan map amendment, conditional rezone and development agreement for Case Nos. PH2016-55 and PH2016-56. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Zach Wesley, DSD Director Tricia Nilsson, DSD Planner Jennifer Almeida, Tina Wilson, other interested citizens, and Deputy Clerk Monica Reeves. Jennifer Almeida said the applicant has requested the PUD appeal hearing be continued to June 5, 2017, and, she is asking the Board to table the signatures on the findings for the conditional rezone and development agreement to June 5 as well. The findings and resolution for the comprehensive plan map amendment can be signed today because they are not tied to the development agreement. Commissioner Rule made a motion to continue the PUD appeal hearing and the findings for the conditional rezone to June 5, 2017 at 2:00 p.m. The motion was seconded by Commissioner Dale. A roll call vote was taken with Commissioners Rule and Dale voting in favor. The motion carried unanimously. Commissioner Rule made a motion to sign the resolution amending the Canyon County Comprehensive Plan Map from "Agriculture" and "Commercial" to "Industrial" for Treasure Valley Renewables, LLC, Parcel Nos. R38904 and R38904010. The motion was seconded by Commissioner Dale. A roll call vote was taken with Commissioners Rule and Dale voting in favor. The motion carried unanimously. (See Resolution No. 17-070.) Commissioner Rule made a motion to sign the Treasure Valley Renewables comprehensive plan map amendment, Case No. PH2016-55. The motion was seconded by Commissioner Dale. A roll call vote was taken with Commissioners Rule and Dale voting in favor. The motion carried unanimously. The meeting concluded at 2:03 p.m. An audio recording is on file in the Commissioners' Office.

FIFTEENTH DAY OF THE APRIL TERM, A.D., 2017
CALDWELL, IDAHO APRIL 28, 2017

PRESENT: Commissioner Tom Dale, Chairman
Commissioner Pam White – out of the office
Commissioner Steve Rule
Deputy Clerk Monica Reeves / Jenen Ross

APPROVED CLAIMS ORDER NO. 5-10-17

The Board of Commissioners approved payment of County claims in the amount of \$99,703.29, \$108,633.63 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Oracle in the amount of \$4000 for the Information Technology department

OPEN STATEMENTS OF QUALIFICATIONS FOR THE FISCAL YEAR 2017 CANYON COUNTY JAIL NEEDS AND CONCEPT DESIGN ANALYSIS

The Board met today at 9:01 a.m. to open statements of qualifications for the FY2017 Canyon County Jail Needs and Concept Design Analysis. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Mike Porter, Deputy P.A. Brad Goodsell, Sheriff Kieran Donahue, Chief Deputy Sheriff Marv Dashiell, and Deputy Clerk Monica Reeves. The following companies submitted statements of qualifications:

DLR Group
51 University Street, Suite 600
Seattle, WA 98101
Received on April 28, 2017 at 8:58 a.m.

LCA Architects
1221 Shoreline Lane
Boise, ID 83702
Received on April 27, 2017 at 8:00 a.m.

Carter Goble Lee (CGL)
1619 Sumter Street, 4th Floor
Columbia, SC 29201
Received on April 26, 2017 at 1:25 p.m.

Mike Porter anticipates that a committee will be formed to review the information and rank them based on their qualifications. A checklist will be created that can be used by the committee that the Board will form to review and rank them and then come back with a recommendation on May 3, and then the next phase will be the cost of the project. The Prosecutor's Office recommends Director Paul Navarro and Captain Daren Ward, as well as one other designee of the Board's choice serve on the review committee. The Prosecutor's Office will serve in a consulting capacity rather than a selecting member of the committee. Sheriff Donahue said he concurs with Mr. Porter in that Captain Ward and Director Navarro would be excellent choices, and, he offered to serve on the committee as well if necessary. He also concurs with having the Prosecutor serve in consulting advisory capacity. Mr. Porter said perhaps Prosecutor Taylor or someone from the Clerk's Office could serve but that's up to the Board. Commissioner Rule said he believes this is a waste of time and money and we shouldn't be going through this process; we should focus on building a jail. Sheriff Donahue suggested Controller Zach Wagoner serve on the committee as well. Mr. Porter said he will assume that Captain Ward and Director Navarro will serve and he will contact Zach Wagoner. Commissioner Rule said two Commissioners need to agree on that action before there is any instruction. Mr. Porter said certainly that needs to be done if a decision is made, but at this point this group can get together informally and be up to speed on the information and if they get approval they can rank them and submit it to the Board so that the time's not wasted. Commissioner Dale concurred. The Board will meet on Monday, May 1st and decide on the review committee members. The meeting concluded at 9:13 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE AND CONSIDER SIGNING LAW ENFORCEMENT SERVICES AGREEMENT WITH THE MIDDLETON SCHOOL DISTRICT #134

The Board met today at 9:13 a.m. for a legal staff update and to consider signing a law enforcement services agreement with the Middleton School District #134. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Mike Porter, Deputy P.A. Brad Goodsell, Chief Deputy Sheriff Marv Dashiell, and Deputy Clerk Monica Reeves. Chief Dashiell said it is a renewal to a previous contract where the Sheriff's Office provides 1 ½ deputies during the school year and where the County receives a little over \$80,000 in compensation. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to sign the law enforcement services agreement with the Middleton School District. (See Agreement No. 17-033.) As part of the legal staff update there was discussion regarding a proposal from Rocky Mountain Fireworks and Fur Company to use County-owned property at Anderson Corner. Mr. Goodsell prepared a response letter indicating the County is prohibited from allowing public property to be used for personal gain or benefit. Commissioner Rule said he doesn't care if they use the property. Mr. Goodsell said we cannot allow somebody to use County property for personal gain. Commissioner Dale said he doesn't care if they use the property either but the law is clear and we don't have a choice. Commissioner Rule made a motion to sign the letter informing Rocky Mountain Fireworks that they are not allowed to use Anderson Corner for a fireworks stand. The motion was seconded by Commissioner Dale and carried unanimously. (A copy

of the signed letter is on file with this day's minute entry.) The meeting concluded at 9:18 a.m. An audio recording is on file in the Commissioners' Office.

SIXTEENTH DAY OF THE APRIL TERM, A.D., 2017
CALDWELL, IDAHO MAY 1, 2017

PRESENT: Commissioner Tom Dale, Chairman
Commissioner Pam White
Commissioner Steve Rule
Deputy Clerk Monica Reeves / Jenen Ross

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Corwin Ford in the amount of \$30,239.10 for the Fleet department

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:33 a.m. for an office staff meeting. Present were: Commissioners Tom Dale, Pam White and Steve Rule, PIO Joe Decker, Deputy Clerk Jenen Ross, Sr. Administrative Specialist Jamie Miller, and Deputy Clerk Monica Reeves. The Board reviewed this week's schedule with staff. Joe Decker reported on the following communication items: he sent out information regarding the upcoming law enforcement memorial ceremony; he is working with Landfill Director David Loper on the household hazardous waste event which is scheduled for June 10 at the Idaho Center; he will complete his budget detail and submit it to the Clerk; there was a homicide in Nampa so it's likely the media will be here this afternoon for the arraignment; and there will be a training exercise on Thursday at the emergency operations center. The meeting concluded at 8:42 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING A RESOLUTION APPROVING CANYON COUNTY FAIR VENDOR AND CONCESSIONAIRE LICENSE AGREEMENTS AND FEES, AND A FAIR ADVERTISING AND MARKETING INDEPENDENT CONTRACTOR AGREEMENT WITH PEPPERSHOCK MEDIA

The Board met today at 9:00 a.m. to consider a resolution approving the Canyon County Fair Vendor and Concessionaire License Agreements and Fees, and a Fair Advertising and Marketing Independent Contractor Agreement with Peppershock Media. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley, Fair Director Diana Sinner, Event Coordinator Ellen Tingstrom, and Deputy Clerk Monica Reeves. Zach Wesley said this is the process where the vendors and concessionaires can register their booths without having to come before the Board of Commissioners so he worked with

Director Sinner and they prepared a standard form contract and set rates and the form will be brought to the Board every year for approval and then the contractors will be mailed the adherence contract. There are three different agreements and three different rates: a rate for vendors, a rate for concessionaires and a special rate for FFA. The rates are specific to the Canyon County Fair and are the same as last year. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the resolution approving Canyon County Fair Vendor and Concessionaire License Agreements and Fees. (See Resolution No. 17-071.) Mr. Wesley said Director Sinner has been working with Peppershock Media to fill a hole in the marketing and sponsorship department at the fair. They worked with Peppershock years ago but then brought in someone in-house but that employee left and Director Sinner couldn't find a suitable replacement who could be up to speed for the 2017 fair so a conversation was held with Peppershock and it resulted in this agreement. There are rate structures that vary based on the type of work; new sponsorships are at 20% commission, renewals at a 10% commission, upsold sponsorships are at a 20% commission and fee for media buys and sponsorships are at 15%. Peppershock offers services detailed in Exhibit B that are at a flat rate. This has our standard insurance and indemnification clause and the only other differences from our regular contract is that the County maintains the right to all the artwork. The agreement will terminate at the end of the 2017 fair and they will not be entitled a commission on a sponsorship next year. If the relationship has to continue it will go through an RFP process if they don't find somebody to come in-house. Commissioner White made a motion to sign the Fair Advertising and Marketing Independent Contractor Agreement with Peppershock Media. Commissioner Rule said he will not second the motion because Peppershock gives Class A rates but provides a C- performance. The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners White and Dale voting in favor and Commissioner Rule voting in opposition. The motion carried by a two-to-one split vote. (See Agreement No. 17-034.) The meeting concluded at 9:09 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE AND DISCUSSION TO APPOINT MEMBERS TO THE REVIEW COMMITTEE FOR THE FY2017 CANYON COUNTY JAIL NEEDS AND CONCEPT DESIGN ANALYSIS SOQ REVIEW PROCESS

The Board met today at 9:09 a.m. for a legal staff update and to have a discussion to appoint members to the review committee for the FY2017 Canyon County Jail Needs and Concept Design Analysis Statements of Qualifications (SOQ) Review Process. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley, Deputy P.A. Mike Porter, Captain Daren Ward, and Deputy Clerk Monica Reeves. Last week the Board opened SOQ's from three potential vendors and now is the time to appoint representatives to serve on the review committee so that a notice of ranking can be issued on May 3. Commissioner White suggested the Board invite the following community members and city representatives to participate on the committee: Brent Orton, Beth Ineck and Ron Van Auker, Jr., so we can have a broad spectrum with different points of view. Mike Porter said we want to vet whoever's involved to make sure they wouldn't have any conflicts down the road in the project. We only have two days to review the three proposals so we'll need

participants who can get up to speed really fast. In addition to Captain Ward and Facilities Director Paul Navarro, Commissioner Dale would like someone from the Clerk's Office to serve. Mr. Porter said the Board can select the names and Zach Wagoner, Captain Ward, and Paul Navarro could be the committee that's formed and the worse that could happen is if someone wasn't able to score them in time and then we'd just go forward with those who were able to. Commissioner Rule said Mr. Van Auker is a contractor who could bid on the project so we need to be careful that we don't preclude his ability to bid on the project by having him score the companies. It was decided that the others will be asked to review digital copies and submit their input to the committee but if they think they may be interested in the project then we won't ask them to rank the companies. Captain Ward said the scoring sheets include very simple step-by-step instructions and anyone, regardless of their qualifications, would be able to score the companies. However, he's concerned that the more people we have on the review committee the higher the likelihood we won't be able to make the May 3 ranking deadline. Commissioner White made a motion to appoint Captain Daren Ward, Facilities Director Paul Navarro, and Controller Zach Wagoner to the review committee to review the qualifications for the selection on May 3, 2017. The motion was seconded by Commissioner Dale. The motion carried by a two-to-one split vote with Commissioners White and Dale voting in favor and Commissioner Rule voting in opposition. Beth Ineck, Brent Orton and Ron Van Auker, Jr. will be invited to participate and submit their scores to the review committee. (Captain Ward left at 9:21 a.m.) During the legal staff update Commissioner Dale spoke about the need for the Board to respond to the district board of health's formula for state appropriated funds. There has been a conflict over the state appropriate formula for the seven health districts that was created when the board of trustees voted for a new formula that took effect in 2014 that gave District 2 (Lewiston area) a fairly substantial increase. A lot of the districts remained the same, while Districts 3 and 4 received decreases in the amount of money they received from the state. This last legislative session there was a strong attempt by Districts 3 and 4 to set the formula in state statute so it would no longer be batted around by the trustees. According to statute 67% of the state appropriated money is awarded to counties based on their contribution to the health districts, the remainder of the money is what they are talking about splitting up and that's given to the board of trustees to determine the formula. The legislation was headed off because the trustees agreed to meet for a mediation and see if they could come up with an agreeable formula, and last month they came up with a compromised formula that all seven districts agreed on. District 2 took a little cut, and Districts 3 and 4 received a small increase and everybody else stayed the same. District 4 is proposing to simplify it a little to make it 50% on population, 25% on poverty numbers and 25% on either the health provider shortage number or infrastructure. It's not that big amount of money for our district and the difference of what they're talking about is \$20,000 out of an \$8 million budget. Commissioner Dale wants to know if the Board wants to continue the conflict or live with what we have and move on. He spoke about an issue with food fee inspections and the concern that the taxpayers are subsidizing the businesses and so there's a real strong move amongst the health district trustees and boards to go to the legislature to fix this and take it out of legislation so that each district is responsible for setting their fees based on the cost. Nothing in the proposal addresses the food fee inspection issue right now but the point of that being important is that the legislators have indicated if we can find resolution on the state appropriate formula then they will get behind the effort to change the food fee issue

because that has a much larger potential financial impact than the \$20,000 we're fighting over. Commissioner Rule said he has great respect for Ada County (District 4) but there's been so much disagreement so he'd rather settle for a field goal than go for a touchdown therefore he will side with the other districts on this issue. Commissioner White said all districts aren't the same size and consideration has to be given to that because in the long run that's where all the money comes from. Commissioner Dale said he's hearing that the Board wants to resolve the conflict and move on given that a deal has been made that makes some progress. Mr. Wesley informed the Board that the resolution it signed earlier today will reduce the number of fair contracts that come to the Board by 80% or 90%. Most of what was coming through was the vendor and concession agreements which the Board started signing when the fair board became advisory and lost their authority. The meeting concluded at 9:35 a.m. An audio recording is on file in the Commissioners' Office.

MEETING TO DISCUSS AND REVIEW APPLICATIONS FOR THE APPOINTMENT OF A PLANNING AND ZONING COMMISSIONER

The Board met today at 9:38 a.m. to review applications for the appointment of a Planning and Zoning Commissioner. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley, DSD Director Tricia Nilsson, and Deputy Clerk Monica Reeves. The Board is looking to fill the vacancy created by David Rogers who lives outside of Middleton, and in a few months they will be looking to fill other vacancies that will arise. Appointments are based on geographic location, if at all possible, in order to get representation from all over the County. Applications were submitted by John Carpenter, Brian Sheets and Rick Fried. Commissioner Rule knows Mr. Fried and Mr. Carpenter and said they are professionals in their field and would do a good job; he doesn't know Mr. Sheets but his resume looked satisfactory. It's his inclination to not appoint Mr. Carpenter at this time because there will soon be a vacancy for a position in the Parma area and he would be a good candidate for that position. All three candidates will be invited for interviews. Director Nilsson said we need to make sure they meet the two year residency requirement, and, she said appointments can be made within the area of impact but we have to demonstrate we couldn't find people outside the area of impact. We cannot appoint anyone who lives within city limits because we're already at our maximum. None of the three applicants live within city limits. The meeting concluded at 9:49 a.m. An audio recording is on file in the Commissioners' Office.

FY2018 BUDGET MEETING FOR THE CANYON SOIL CONSERVATION DISTRICT

The Board met today 1:30 p.m. for the FY2018 budget meeting for the Canyon Soil Conservation District. Present were: Commissioners Tom Dale, Pam White, Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, and Amy Miller, Mike Summerville, Lori Kent, Bob McKellip, Mike Swartz, and Dave Dixon from the Canyon Soil Conservation District, and Deputy Clerk Monica Reeves. A PowerPoint presentation was given, a copy of which is on file with this day's minute entry. This year the conservation district is requesting \$10,000 in

County funding. The meeting concluded at 2:26 p.m. An audio recording is on file in the Commissioners' Office.

FY2018 BUDGET MEETING FOR THE TREASURE VALLEY PARTNERSHIP

The Board met today at 2:47 p.m. to discuss the FY2018 budget meeting for the Treasure Valley Partnership. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Controller Zach Wagoner, Bill Larsen from Treasure Valley Partnership, and Deputy Clerk Monica Reeves. Mr. Larsen said their budget won't change but if it does, it will go down. This year the partnership is requesting \$6,456.00 in County funding. The meeting concluded at 2:52 p.m. An audio recording is on file in the Commissioners' Office.

FY2018 BUDGET MEETING FOR METRO COMMUNITY SERVICES/CANYON COUNTY OFFICE ON AGING

The Board met today at 3:02 p.m. to discuss the FY2018 budget meeting for Metro Community Services/Canyon County Office on Aging. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Controller Zach Wagoner, Carol Teats from Metro Community Services, and Deputy Clerk Monica Reeves. This year the organization is requesting \$125,000 in County funding, which is a \$7,000 increase over the past few years' funding request. The meeting concluded at 3:16 p.m. An audio recording is on file in the Commissioners' Office.

PROPOSED AMENDMENT TO AGENDA: CONSIDER SIGNING PUBLIC DEFENSE COMMISSION GRANT APPLICATION

The Board met today at 4:31 p.m. to consider an amendment to the agenda to consider signing the Public Defense Commission grant application for the Public Defender's Department. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, Public Defender Tera Harden, Office Administrator Deepak Budwani, Interim Chief Deputy Public Defender Krista Howard, and Deputy Clerk Monica Reeves. Chief Deputy Clerk Drew Maffei arrived at 4:36 p.m. Mike Porter said Idaho Code Section 74-204 allows for an amendment to the agenda with less than normal notice if we would suffer such a loss. (Staff advised that no members of the media have requested notification of any such change to the agenda.) Commissioner White made a motion to do an emergency amendment pursuant to Idaho Code Section 74-204 and convene this emergency meeting. The motion was seconded by Commissioner Rule. A roll call vote was taken with Commissioners White, Rule, and Dale voting in favor of the motion which carried unanimously. Tera Harden apologized for the late notice and said the grant application deadline was not on her radar. She reviewed the information contained in the grant, which is in the amount of \$431,102.31. The application requires the Clerk's certification of those expenditures made by the County. In the course of filling out the grant they've asked how last year's funds were spent and how we intend to spend it moving

forward. Last year they worked on complying with the principles of the indigent defense delivery system outlined in Idaho Code 19-850A(7) which is essentially providing adequate services for indigent defendants, providing a confidential space to meet with them, putting in workload controls, keeping funding independent of any politics, providing training and allowing experienced lawyers to be assigned the correct cases, providing for vertical representation, trying to have parity with prosecution, providing continuing legal education for lawyers, providing quality assurance of clients, making sure the clients are receiving conflict-free representation. They are also working to meet any standards that have been adopted by the public defense commission. In the course of FY2017 she had 21 lawyers that were providing primary indigent defense services, additionally she had 11 contractors providing public defense services on conflict cases. For FY2018, they will add additional personnel to ensure workload controls and provide staff training to meet the demands of the office, provide parity in respective resources, facilities, and confidential physical space between the PD Department and the PA's Office. The County is not required to commit to anything but she is looking to add eight additional attorneys, two support staff and one social worker at an additional cost of \$945,991.78. Non-personnel expenses would be approximately \$58,000. Commissioner White wants to make sure the grant won't be impacted if the County does not provide the funding for the additional staff Ms. Harden is requesting. Ms. Harden said it will not be deal-breaker. The funds will be used to help fund software updates to the case management system to continue to better track time and to make improvements to increase efficiency with the implementation of the courts' iPort which is occurring in Canyon County in the next several months. They would look to build an application programming that interfaces between the new iPort system and the current case management system being used by the PD department and the PA's Office. Commissioner Rule made a motion to sign the FY2018 Indigent Defense Grant Application. The motion was seconded by Commissioner White. A roll call vote was taken with Commissioners Rule, White and Dale voting in favor of the motion which carried unanimously. A copy of the grant application is on file with this day's minute entry. The meeting concluded at 4:47 p.m. An audio recording is on file in the Commissioners' Office.

SEVENTEENTH DAY OF THE APRIL TERM, A.D., 2017
CALDWELL, IDAHO MAY 2, 2017

PRESENT: Commissioner Tom Dale, Chairman
Commissioner Pam White
Commissioner Steve Rule
Deputy Clerk Monica Reeves / Jenen Ross

FY2018 BUDGET MEETING FOR COMPASS

The Board met today at 1:31 p.m. to discuss the FY2018 budget meeting for COMPASS. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, COMPASS Executive Director Matt Stoll, and Deputy Clerk Monica Reeves. Director Stoll said the COMPASS finance committee recommended keeping the

existing rate but accounting for growth to determine whether dues rise or decrease in some cases. In unincorporated Canyon County the dues membership is split between the Board of Commissioners and the applicable highway district that covers that area, and within the incorporated parts of Canyon County it's split between the Board of Commissioners, the applicable highway district, and the city that is represented in that area. The membership dues for Canyon County are \$106,132, which is a \$3,000 increase over last year's amount and it's primarily due to growth that has occurred in the Nampa urbanized area. The Canyon Highway District had a decrease in membership dues of \$200 but everybody else's dues increased. COMPASS has included in their budget a 3% merit increase for staff. The meeting concluded at 1:46 p.m. An audio recording is on file in the Commissioners' Office.

FY2018 BUDGET MEETING FOR VALLEY REGIONAL TRANSIT

The Board met today at 2:30 p.m. to discuss the FY2018 budget meeting for Valley Regional Transit. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, Kelli Badesheim, Executive Director of Valley Regional Transit, and Deputy Clerk Monica Reeves. Director Badesheim reviewed the organization's services and programs as well as their FY2018 budget request. There are two funding methodologies: one is for regional assessment that supports the administration, the call center, and supports activities for the organization and that's based on a per capita rate of 40 cents. The 2.5% gets applied to that rate and then they apply it to the population and for Canyon County, based on the COMPASS approved population, it's \$20,132. Canyon County also provides funding to support the intercounty services that are between Canyon County and Ada County and the request is 2.5% more than last year. The total amount goes from \$35,845 to \$36,422. Commissioner Rule said CCOA/Metro Community Service's increase over 10 years was less than 10% but VRT asking for a 2.5% increase this year. Director Badesheim said they look at other government budgets and they base it on the actual costs, and CCOA is a little more volunteer based and they probably don't have the same levels of labor so this is spreading that out. Canyon County's portion of that is a fairly small portion of the total but it really is driven by labor and fuel costs and more direct expenses for the transit system. The meeting concluded at 2:55 p.m. An audio recording is on file in the Commissioners' Office.

FY2018 BUDGET MEETING FOR THE WEST VALLEY HUMANE SOCIETY

The Board met today at 3:00 p.m. to discuss the FY2018 budget meeting for the West Valley Humane Society. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, Facilities Director Paul Navarro, Karly Cantrell, Director of the West Valley Humane Society, and Deputy Clerk Monica Reeves. Ms. Cantrell said they have some work that needs to be done on the flooring, doors, countertops and landscaping as well as some seal coating and restriping of the parking lot, but they do not have any big projects or high dollar amounts. This year they are requesting the maintenance fund be reduced from \$100,000 to \$50,000, and that the operations fund remain at \$200,000. Ms. Cantrell reported on the adoption and fund raising events they are involved with. She

said dogs are being adopted at a very fast rate and their adoption kennels were empty after delivering 28 cats to Spokane. They are starting to get more cats in but they're looking at another transport to Spokane. Commissioner White said there was a letter in the local newspaper complaining about the cost of adoptions and she asked how the shelter determines the cost. Ms. Cantrell said they base pricing on adoptability. They do a base pricing and if the animal sits there for over a week then they drop the cost by increments to help find a home. She said a handful of people have complained because they had a program called seniors for seniors and they used to give away free animals and a lot of time with senior animals the shelter puts a lot more money into their care to get them ready for adoptions. She revamped the program where if the dog is over 7 and the person is over 60 then it's a \$50 adoption fee and some people feel that's high but she thinks it's a good price. Commissioner Rule thanked Ms. Cantrell for trying to make the program pay for itself and he said that complaint is only one out of thousands of voters in Canyon County. He asked if the shelter keeps stats on how many dogs are euthanized due to attacks. Ms. Cantrell said the shelter does keep stats and if someone brings a dog in to be euthanized they ask what the reason is to determine whether it can be adopted or whether it needs to be euthanized or sent to a rescue. Animals go through a medical and temperament evaluation and they give as much information as possible. They have gotten away from the no kill label due to the number of animals they take in and it would be irresponsible to operate as a no kill facility when realistically we have animals that are not adoptable, they're not safe and it becomes a community safety issue. If there's an animal-to-person bite they contact law enforcement and an animal control officer will file a report. Commissioner Dale asked how the volunteer core is doing. Ms. Cantrell said it's doing well; they do two volunteer orientations per month. With regard to the price of adoption Clerk Yamamoto said it sounds like supply and demand is working, and he said he doesn't believe in free animals and that ownership is more meaningful with an investment. He asked about the board membership. Ms. Cantrell said Janae Mitchell serves as board president; Shelly Duff serves as vice-president; Debbie Larsen serves as secretary and Megan Townsend, Carly Costello, Travis Campbell, Joe Goldman, and Michelle Camper serve as board members. Zach Wagoner asked if the shelter could submit its invoices each month. Ms. Cantrell said she's hired a CPA to do the invoicing and she's hoping they will do it each month. The meeting concluded at 3:18 p.m. An audio recording is on file in the Commissioners' Office.

EIGHTEENTH DAY OF THE APRIL TERM, A.D., 2017
CALDWELL, IDAHO MAY 3, 2017

PRESENT: Commissioner Tom Dale, Chairman
Commissioner Pam White
Commissioner Steve Rule
Deputy Clerk Monica Reeves / Jenen Ross

CONSIDER INDIGENT DECISIONS

The Board met today at 8:56 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Director of Indigent Services Yvonne Baker, Customer Service Specialist Robin Sneegas, Customer Service Specialist Amy Brown and Deputy Clerk Jenen Ross. Ms. Baker said the following cases do not meet the criteria for eligibility: 2017-938, 2017-940, 2017-698, 2017-830, 2017-827, 2017-956, 2017-829, 2017-833, 2017-831, 2017-802, 2017-832, 2017-820 and 2017-828. Commissioner Rule made a motion to issue initial denials within the next 30 days, the motion was seconded by Commissioner White with the Board voting unanimously on the motion.

The Board requested that Ms. Baker explain how involuntary mental holds work. She stated that they generally come from law enforcement or when the patient enters the ER. Holds are processed thru the civil courts and then a designated examiner will determine if they need to remain on hold. If the designated exam is positive the patient may be committed to the Department of Health and Welfare for 30 days; once they are committed to the state the financial responsibility falls to the state but the county is still responsible for the temporary hold. The hold can include medical expenses, which is the cause of the monetary increase because there is no limit as there are on the medical applications. The county pays at the Medicaid rate but the county is responsible for all of the mental health and the medical portion of the holds. Ms. Baker has spoken with the Clerk and believes he would like some legislative change to help control or limit those costs.

The meeting concluded at 9:03 a.m. An audio recording is available in the Commissioners' Office.

LEGAL STAFF UPDATE AND NOTICE OF RANKING FOR THE FY17 CANYON COUNTY JAIL NEEDS ANALYSIS AND CONCEPT DESIGN REQUEST FOR QUALIFICATIONS

The Board met today at 9:04 a.m. for a legal staff update and to issue a notice of ranking for the FY2017 Canyon County Jail Needs Analysis and Concept Design Request for Qualifications. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Sheriff Kieran Donahue, Captain Daren Ward, Facilities Director Paul Navarro, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. Sam Laugheed said there are some documents that are exempt from public disclosure and some matters of attorney-client communication that could be discussed in Executive Session prior to having the on record notice of ranking delivered. He recommended the Board go into Executive Session as follows:

EXECUTIVE SESSION – RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION

Commissioner White made a motion to go into Executive Session at 9:06 a.m. pursuant to Idaho Code, Section 74-206(1) (d), to discuss records exempt from public disclosure and attorney-client communication. The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners White and Dale voting in favor of the motion to enter into Executive Session and Commissioner Rule voting in opposition to the motion. The motion carried by a two-

to-one split vote with Commissioner Rule casting the dissenting vote. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Sheriff Kieran Donahue, Captain Daren Ward, Facilities Director Paul Navarro, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:20 a.m. While in open session a discussion was held on the notice of ranking.

Mr. Laugheed said yesterday the official review committee consisting of Controller Zach Wagoner, Facilities Director Paul Navarro, and Captain Daren Ward met to review the submissions from the DLR Group, Carter Goble Lee, and LCA. The committee had prepared and executed a letter to the Board recommending and establishing their unanimous belief that each of the proposers could perform the required services with competence and professionalism and they are recommending the Board move to a next phase of a selection process with interviews of all three firms. Zach Wagoner said he would like an opportunity to visit with them face-to-face to ask questions and see who can meet our needs because this is a major project of tremendous importance not only in the immediate future but for years down the road and it's important we invest adequate time right now to get this project started in the right manner. Mr. Laugheed said the Board's staff will let the firms know that all three have made it to this next phase then we will arrange to set interviews and maybe the committee can come up with proposed questions that they would want addressed. Commissioner Dale said it needs to happen as soon as possible. Sheriff Donahue said they are in agreement that this is one of the most important issues facing the County and they agree that even if we aren't able to put a bond together in November, the most important principle is that it's done correctly and thoroughly and the public is educated and has a chance to weigh-in and understand the importance. Commissioner White made a motion to move forward in the process with the three statements of qualifications that were received and that the committee establishes standardized questions for the interviews. Commissioner Rule made a substitute motion that we do not move forward in the process because it's a waste of tax dollars and resources and leads to yet another study when we've known for the past 10 years that we needed a jail and we just need to find a jail design we can support. We've had two complete sets of plans over the past 10 years that were designed when former Commissioners, and a Sheriff and committees realized the same problems. The substitute motion died for lack of a second. Commissioner Dale seconded the original motion and said he appreciates Commissioner Rule's perspective but this is necessary and foundational to moving forward in a logical educated manner. This type of study has not been conducted in Canyon County for a jail and although we've had some plans and it could be that the needs analysis will say we could use a part of one plan or a part of another, but what we are looking for an expert opinion on how we meet the justice requirements of Canyon County for the next 20-30 years and that involves not just the jail but the justice philosophy. It's not necessarily a bad thing that the first jail design was rejected and we've had this 10-year wait because of the ACLU lawsuit and the restrictions on our jail space our justice departments have creatively designed alternative sentencing which is leading the way for the whole state and keeping people out of jail so we don't need to put 1200-1500 people in jail and that's a positive that will be taken into consideration in a needs analysis. We need to take an educated and long term view of this and that's why this is a mandatory part of moving forward. Sheriff

Donahue said one bright spot is that all three companies that have reached this stage in the assessment have done work in the past for Canyon County on jail and space needs but this is a more encompassing study to understand the needs. One of the companies told us last year that we are way over in our alternative sentencing numbers and we far exceed what should normally be done. We need to have a thorough assessment by experts to guide us where we go next. Commissioner White said it's an opportunity to bring in the justice system and consider the other needs of the community and have some really good relationships as we move forward with the new justice building. Commissioner Rule said based on history Canyon County voters aren't going to pass a bond and the only way to move this forward would be with a judicial mandate. A roll call vote was taken on the original motion with Commissioners White and Dale voting in favor and Commissioner Rule voting in opposition. The motion carried by a two-to-one split vote with Commissioner Rule casting the only dissenting vote. The meeting concluded at 9:31 a.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH MIKE GENOVESE TO DISCUSS HOMEOWNER EXEMPTION

The Board met today at 10:04 a.m. for a meeting with Mike Genovese to discuss a homeowner exemption. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Assessor Brian Stender, Chief Deputy Assessor Joe Cox, Senior Administrative Specialist Jennifer Loutzenhiser, Mike Genovese and Deputy Clerk Jenen Ross. Mr. Genovese explained that he wasn't aware of the homeowner exemption and by the time he spoke with the Assessor's office he was one week past the deadline but they informed him that he could submit paperwork for his 2018 property taxes. He is asking if there is anything that can be done to obtain the exemption for 2017. Ms. Loutzenhiser gave a review of the information they received from Mr. Genovese; the Assessor's records indicate that they received the recorded deed in May of 2016 showing that the Genovese's took possession of the property. At that time the mailing address was still in California but a sales verification was sent to the Genovese's. Question #11 of the sales verification asked if the mailing address needed to be changed but it was left blank and question #12 states that if this home is your primary residence, if you haven't already filled out a homeowners exemption and would like one to contact the Assessor's Office. Mr. Genovese completed the sales verification and did not request a mailing address change but did ask for a homeowner exemption to be mailed to him on May 24, 2016. Staff that processed the sales verification noted that Mr. Genovese was called and learned that they would not be living in their Canyon County home for a few more weeks. Since the Genovese's had not moved into their Canyon County home an exemption was not mailed due to them only being mailed to the address the exemption will apply to. The Assessor's Office let him know that once he was moved up here to get in contact with their office to apply for the homeowner exemption with the last note being that he understood. There is no more action on this property until April 25, 2017. The Board stated they all understand the issue at hand but the law dictates the deadline and they have to follow with that and are not able to make an exception. The meeting concluded at 10:17 a.m. An audio recording is on file in the Commissioners' Office.

ONSIDER SIGNING NOTICE OF FISCAL YEAR 2017 BUDGET ADJUSTMENTS

The Board met today at 10:31 a.m. to consider signing a notice of Fiscal Year 2017 budget adjustments. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. Mr. Wagoner prepared a notice of hearing for the following FY2017 budget adjustments:

Indigent fund medical and involuntary holds expenditures	\$ 850,000
Health insurance fund contributions	\$4,133,159
Property tax technology upgrade	\$ 105,000
Two part-time buildings and grounds positions	\$ 15,000
Consolidated elections personnel	\$ 40,000
Emergency flooding response	<u>\$ 75,000</u>
Total budget adjustments	\$5,218,159

They are covered by federal, state, or local revenues and will not increase FY2017 property taxes. The hearing will be held on May 22, 2017 at 2:00 p.m. Upon the motion Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the notice of the Fiscal Year 2017 budget adjustments. The notice will be published in the Idaho Press-Tribune. The meeting concluded at 10:37 a.m. An audio recording is on file in the Commissioners' Office.

FISCAL YEAR 2018 BUDGET MEETING FOR THE ADVOCATES AGAINST FAMILY VIOLENCE

The Board met today at 11:00 a.m. for the Fiscal Year 2018 budget meeting for the Advocates Against Family Violence. Present were: Commissioners Pam White and Steve Rule, AAFV Executive Director Kim Deugan, Jennifer Harlan from the Department of Health and Welfare, Yvonne Baker and Michelle Kidd from the Indigent Services Office, Sue Scott and Shawna Larson from the Auditor's Office, and Deputy Clerk Monica Reeves. Kim Deugan thanked the Board for its past support in the amount of \$50,000 which has helped maintain the programs and keep the shelter doors open. This year they are requesting \$65,000 in County funding. They are working with the historical society and the Heritage Trust Fund to get the roof replaced and in having others look at the building it's been determined that it's time to build a new shelter. It's over 100 years old and there are too many issues so they're going to embark on a capital campaign within the year to double the space. Ms. Deugan spoke about the programs and services they provide within the community which includes shelter services, rural outreach services, and teen outreach services to name a few. She reviewed the budget information as well as the grants the organization receives. There's a concern that the Trump Administration may impact the funding for the Violence Against Women Act which is where a bulk of their funding comes from and if they lose that funding they will lose the entire program. They need three fulltime advocates to meet the demand for services and that would equate to a \$68,000 cost. They have been approached to open a shelter in Nampa that's specific to domestic violence. Last year 50% of those served were Nampa residents, although they were not referrals from Nampa Justice Center. Jennifer Harlan, an employee

with the Department of Health and Welfare, gave an accounting of her personal experience with Hope's Door as a victim of domestic abuse, and the services she received which had a positive impact on her life. Yvonne Baker spoke about mental health costs and how the \$1.3 million budget was recently reopened to infuse another \$850,000. Commissioner Rule said the funding the county provides to AAFV helps save tax dollars and he suggests the County approve a funding amount of up to \$80,000 in order to cover salaries and benefits for a new position. Commissioner White said it somewhat relates to public defense and an investment in this is a savings in other areas of the budget and she would like to have a discussion that looks at increasing funding. Director Baker asked to see a copy of AAFV's proposal and asked where their funding comes from. Ms. Deugan said they receive a state grant through the Idaho Council on Domestic Abuse and Sexual Assault and some small annual grants from the Idaho Coalition as well as grants through private foundations. The bulk of their funding comes from community support and fundraising. Director Baker said it seems as if AAFV takes on a lot in providing counselling services that may be offered by other community resources, such as the crime victims' compensation which provides services at no cost to the victim. Ms. Deugan said they are a community based program and spoke about how the referral process works and how AAFV gets involved. The meeting concluded at 11:46 a.m. An audio recording is on file in the Commissioners' Office.

FY2018 BUDGET MEETING FOR THE BOISE VALLEY ECONOMIC PARTNERSHIP

The Board met today at 2:11 p.m. to discuss the FY2018 budget meeting for Boise Valley Economic Partnership (BVEP). Present were: Commissioners Tom Dale, Pam White and Steve Rule, Controller Zach Wagoner, Clark Krause from Boise Valley Economic Partnership, Tina Wilson from Western Alliance for Economic Development, and Deputy Clerk Monica Reeves. Clerk Chris Yamamoto arrived at 2:18 p.m. BVEP is a regional economic development agency that tries to help the cities and the counties from Mountain Home to Caldwell to bring in business, and if there are rural opportunities they will help with those as well. Mr. Krause reported on the projects BVEP has been working on. Tina Wilson spoke about her working relationship with BVEP and how she represents Canyon County through their working group committee which has helped her stay in tune with economic development needs and trends across the Treasure Valley. BVEP has given her direct assistance on two projects and she asked the Board to continue offering financial support to them. Ms. Wilson said the Western Alliance for Economic Development (WAED) has lost financial support from the cities of Homedale and Marsing and the anticipated shortfall will result in a reduction of working hours and a subsequent reduction in her salary and so it is very important to have BVEP as a resource. Mr. Krause said if it becomes a point where the Board can only give funding to one organization he will defer to the WAED and he will continue to have Ms. Wilson at the table. Last year the County's contribution was \$5,000 and they would like the funding amount increased to \$10,000 (as stated in their letter) but given the circumstances they will only ask for \$5,000 because he doesn't want to impair what the Board can do for Ms. Wilson. The meeting concluded at 2:23 p.m. An audio recording is on file in the Commissioners' Office.

FY2018 BUDGET MEETING FOR THE RETIRED SENIOR VOLUNTEER PROGRAM/JANNUS

The Board met today at 2:11 p.m. to discuss the FY208 budget meeting for Boise Valley Economic Partnership. Present were: Commissioners Tom Dale and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, Kristin Tracy and Alex McNish from Jannus/RSVP, and Deputy Clerk Monica Reeves. RSVP is requesting \$15,000 in County funding and they would like the flexibility to utilize the funding amongst the RSVP, the Foster Grandparent Program, and the Legacy Corp programs. As the landscape has changed politically they have a tough road ahead for FY2018 because in the President's budget they are zeroed out but they are doing a lot of a groundwork to make sure Congress is aware of the programs so they will hopefully stay funded. Commissioner Dale asked if we have to stipulate which organization the funding supports. Mr. Wagoner said it's not something we have to stipulate and it's very appropriate where they are communicating their intent in how they anticipate using the funds. Commissioner Dale said the organization can use the funding where it's needed. Mr. Wagoner said the FY2017 amount of \$15,000 has not yet been paid so he encouraged Ms. Tracy to submit an invoice so we can get it paid. The meeting concluded at 2:45 p.m. An audio recording is on file in the Commissioners' Office.

NINETEENTH DAY OF THE APRIL TERM, A.D., 2017
CALDWELL, IDAHO MAY 4, 2017

PRESENT: Commissioner Tom Dale, Chairman
Commissioner Pam White
Commissioner Steve Rule
Deputy Clerk Monica Reeves / Jenen Ross

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Eric Eskew.

APPROVED REVISED SEPTEMBER 2016 TERM COMMISSIONER PROCEEDINGS AND SYNOPSIS

The revised Minutes of the Fiscal Term of September 2016 were read and approved and found to be a proper record of the proceedings of the Board of Commissioners of Canyon County, Idaho. Also approved was the synopsis for publication. Minutes of the Board of Canyon County Commissioners' meetings are on file in the Commissioners' Office and may be viewed upon request.

INDIGENT MATTERS

The Board met today at 8:52 a.m. to consider indigent matters. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Indigent Hearing Generalist Kellie George, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to issue a final determination of denial for Case Nos. 2016-847 and 2016-778. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to approve Case Nos. 2016-1343 and 2016-1396. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to place Case No. 2017-429 in suspension awaiting the final decision of the resource. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to issue a final approval for Case No. 2017-520. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to issue a written approval within 30 days for Case No. 2017-434. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to approve Case No. 2017-362 with a written decision to be issued within 30 days. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to issue a final denial for Case No. 2017-355. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to issue a final denial for Case No. 2017-504. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to issue a denial in written form within the next 30 days for Case No. 2016-1675. The meeting concluded at 9:10 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NOS. 2017-104 AND 2017-105

The Board met today at 9:15 a.m. for a medical indigency hearing for Case Nos. 2017-104 and 2017-105. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Indigent Hearing Generalist Kellie George, Kellie Hobza from St. Luke's Regional Medical Center, Attorney Mark Peterson, the applicant, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to continue 2017-104 and 2017-105 to June 29, 2017 with the income used off the 2015 taxes. Commissioner Rule amended his motion to continue the hearing to July 27, 2017. The amendment was seconded by Commissioner White and carried unanimously. The hearing concluded at 9:20 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY MATTER

The Board met today at 9:27 a.m. to consider a medical indigency matter regarding Case No. 2017-484. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Indigent Hearing Generalist Kellie George, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to issue a final denial within

30 days for Case No. 2017-484. The proceeding concluded at 9:28 a.m. An audio recording is on file in the Commissioners' Office.

FISCAL YEAR 2018 BUDGET MEETING FOR SOUTHWEST DISTRICT HEALTH

The Board met today at 1:35 p.m. for a FY2018 budget meeting for Southwest District Health (SWDH). Present were: Commissioners Tom Dale and Pam White, Clerk Chris Yamamoto, Controller Zach Wagoner, Chief Deputy Clerk Drew Maffei, SWDH Director Nikole Zogg, SWDH Financial Manager Patty Foster, and Deputy Clerk Monica Reeves. Director Zogg said the district is proposing an operating budget of \$8,919,235 which is a 2.7% increase over last year, and their board has chosen to retire the debt of the Caldwell facility so the overall budget is \$9,342,235. The state appropriation amount is \$9,341,700, which is an increase of \$52,200 over last year and the increase to the district is \$7,800. In terms of county contributions the proposal includes a request for a 3% increase over last fiscal year. This year the district is requesting \$974,223 from the County. The district was awarded a foundation grant of up to \$125,000 to work on efforts to transfer the public health services and better serve the more rural areas of the district. They will work with BSU to assess the cultural norms of the different communities around health and understand where people are willing to change and what they could address in those areas. Director Zogg reviewed the scope of services they offer. They have been working to address competitive wages and offer ongoing salary increases. The legislature recommended a 3% merit-based increase and they have included that in their proposal. There is a 7% increase in employee health insurance premiums this year. The district contributes \$13,100 per employee per year for health insurance, which comes out to \$1,092 per month. (Canyon County increased its premium from \$623 to \$1,053 per employee per month.) Director Zogg said County contributions are calculated based on each county's population and taxable market value: Canyon County has seen a 2% increase from last fiscal year to this year and a 9.2% increase in taxable market value which is applied to the funding formula. For Canyon County that would be an increase of \$32,477 over last year. Commissioner Dale spoke about the discussions that have taken place regarding the conflict over the state appropriation distribution formula. Part of the conflict is based on the perception that the per capita rate is out of whack because some districts, like District 2, have a much higher per capita rate than Districts 3 and 4 for instance, and there are those who think it should be equal across the state. There will be a meeting with board members to try to fashion a response to the mediation that was held in March. They developed a formula that would offer a small adjustment although it doesn't change dramatically but it does equalize it a bit over time. Director Zogg said the formula that's in place doesn't account for any kind of growth, and our district is growing quite a bit and they consider that the need increases as growth increases but less than 1% of the current appropriation is based on any kind of need factor in terms of funding that comes to the district so the new formula that the trustees approved in March gives more weight to some of those need factors so over time they will see more growth than they would with the current formula. Patty Foster said the 2017 distribution was \$1,387,000 and with the new formula going into effect in FY2019 the distribution that year will be \$1,426,800 providing there is a 3% increase from the state. Commissioner White asked how District 2 ended up with so much. Commissioner Dale said it goes back to when they started doing health district funding and District 2 was able to do a much higher contribution from the counties. If Southwest District Health, as a whole, and all the counties were able to kick in \$1 million we

would gain more from the state which would then be reflective in that per capita number. Back in the 1970's District 2 was able to kick in a much higher number and they've kept pace with that so their county contribution is higher per capita than what ours is. Clerk Yamamoto asked if the district is adequately funded and whether they have a policy of what kind of fund balance they try to maintain. Director Zogg believes it is adequately funded, although she did speak about some transportation issues associated with people trying to get to their new facility after the closing of their Nampa and Caldwell facilities. Ms. Foster said they don't have a fund balance policy, but they do have board guidance. They have \$2.5 million in their operating account and they try to hold it right there and if they have excess funds or not enough funds the board gives direction on where to pull it or put it. No Board action was required or taken. The meeting concluded at 2:10 p.m. An audio recording is on file in the Commissioners' Office.

FISCAL YEAR 2018 BUDGET MEETING FOR THE WESTERN ALLIANCE FOR ECONOMIC DEVELOPMENT

The Board met today at 2:46 p.m. for the FY2018 budget meeting for the Western Alliance for Economic Development (WAED). Present were: Commissioners Tom Dale and Pam White, Clerk Chris Yamamoto, Controller Zach Wagoner, Deputy P.A. Brad Goodsell, DSD Director Tricia Nilsson, WAED Executive Director Tina Wilson, Steve Jett, Dave Lincoln, Mayor Nathan Leigh, and Deputy Clerk Monica Reeves. Director Wilson said the Western Alliance's funding request is the same as last year, \$22,000. They lost funding support from two cities and that's going to change the dynamics of the organization. She reviewed the "wins" in the last year which include job creation, business start-ups, business expansions and current projects. She also provided a record of the grants she's written since working for the alliance. (A complete list of the accomplishments is on file with this day's minute entry.) For 2016 the Development Services Department received nearly \$73,000 in permit fees on projects she's worked on. Commissioner Dale said the County is getting a high value per dollar and he'd like to increase the alliance's funding amount to \$25,000 to make up for some of the loss they've experienced. Commissioner White said the funding shortfall totals \$4,574.55 so she'd like to increase the amount to \$27,000 to cover it given the economic benefit the alliance brings forward. The Board signed a letter to the Idaho Department of Commerce regarding the rural economic development professional grant match, a copy of which is on file with this day's minute entry. The meeting concluded at 3:00 p.m. An audio recording is on file in the Commissioners' Office.

TWENTIETH DAY OF THE APRIL TERM, A.D., 2017
CALDWELL, IDAHO MAY 5, 2017

PRESENT: Commissioner Tom Dale, Chairman – out of the office
Commissioner Pam White
Commissioner Steve Rule
Deputy Clerk Monica Reeves / Jenen Ross

APPROVED CLAIMS ORDER NO. 5-10-17

The Board of Commissioners approved payment of County claims in the amount of \$52,701.79, \$70,900.12, \$61,790.21 and \$87,236.60 for accounts payable.

CONSIDER REFUND RESOLUTIONS FOR JOHN PURTZER AND MIKE SCOTT POOLS

The Board met today at 9:06 a.m. to consider resolutions issuing refunds to John Purtzer and Mike Scott Pools. Present were: Commissioners Pam White and Steve Rule, and Deputy Clerk Monica Reeves. The Development Services Department is requesting a refund for Mr. Purtzer, who is no longer able to utilize his building permit, and a refund for Mike Scott Pools, who is no longer constructing a pool project. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to issue a refund to John Purtzer in the amount of \$2,679.40. (See Resolution No. 17-085.) Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to issue a refund to Mike Scott Pools in the amount of \$730.80. (See Resolution No. 17-084.) The meeting concluded at 9:07 a.m. An audio recording is on file in the Commissioners' Office.

DETENTION CENTER INSPECTION CONDUCTED

The Board conducted a quarterly inspection of the detention center. The Board evidenced proper care and security and the inmates' welfare throughout the facility. General grievances were filed and have been processed in accordance with standard procedures.

THE MINUTES OF THE FISCAL TERM OF APRIL 2017 WERE READ AND APPROVED AND FOUND TO BE A PROPER RECORD OF THE PROCEEDINGS OF THE BOARD OF CANYON COUNTY COMMISSIONERS, CANYON COUNTY IDAHO.

Approved by Commissioners Tom Dale, Pam White and Steve Rule Attest: Chris Yamamoto, Clerk, Jenen Ross, Deputy Clerk

Date: 06/27/17