

**FIRST DAY OF THE JANUARY TERM, A.D., 2017  
CALDWELL, IDAHO JANUARY 9, 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):

- Columbia Electric Supply in the amount of \$2,133.00 for the Facilities Department

**SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE**

The Board approved an Alcoholic Beverage License for:

- I.C.A.N. Foods, Inc., dba The Griddle (See Resolution No. 17-004)

**SWEARING-IN CEREMONY FOR NEWLY ELECTED OFFICIALS**

A swearing-in ceremony was held this morning in the public meeting room of the Canyon County Administration Building. The ceremony began at 9:00 a.m. with the following people in attendance: Commissioners Steve Rule, Pam White and Tom Dale, Clerk Chris Yamamoto, Chief Deputy Clerk Drew Maffei, Prosecutor Bryan Taylor, Chief Civil Deputy P.A. Sam Laugheed, Sheriff Kieran Donahue, Assessor Gene Kuehn, Chief Deputy Assessor Joe Cox, Treasurer Tracie Lloyd, Chief Deputy Treasurer Nancy Seal, department administrators, and employees, judicial and city representatives, as well as Deputy Clerk Monica Reeves. The Clerk of the Board administered the oath of office to the following officials: Commissioner Pam White, Commissioner Tom Dale, Sheriff Kieran Donahue and Prosecutor Bryan Taylor. The oaths of office are on file with this day's minute entry. The ceremony concluded at approximately 9:20 a.m.

**CONSIDER APPOINTING CHAIRMAN AND VICE-CHAIRMAN OF THE BOARD OF CANYON COUNTY COMMISSIONERS**

The Board met today at 10:18 a.m. to consider appointing a chairman and vice-chairman of the Board of Canyon County Commissioners. Present were: Commissioners Steve Rule, Pam White and Tom Dale, IT Director Greg Rast, Assistant IT Director Don Brown, Captain Daren Ward, PIO Joe Decker, Olivia Weitz from the Idaho Press-Tribune, and Deputy Clerk Monica Reeves. Commissioner White made a motion to appoint Commissioner Dale as Chairman. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Dale, White and Rule voting in favor of the motion, which carried

unanimously. Commissioner Rule made a motion to appoint Commissioner White as Vice-Chairman. The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Dale, White and Rule voting in favor of the motion. The meeting concluded at 10:23 a.m. An audio recording is on file in the Commissioners' Office.

#### DISCUSSION REGARDING THE DISPOSITION OF THE PROPERTY LOCATED ON POND LANE/HIGHWAY 20-26, AND DISCUSSION REGARDING POD 5

The Board met today at 10:31 a.m. for a discussion regarding the disposition of the property located on Pond Lane/Highway 20-26, and a discussion regarding Pod 5. Present were: Commissioners Tom Dale, Pam White, and Steve Rule, Sheriff Kieran Donahue, Chief Deputy Sheriff Marv Dashiell, Captain Daren Ward, Sheriff's Financial Manager David Ivers, Clerk Chris Yamamoto, PIO Joe Decker, DSD Director Tricia Nilsson, Facilities Director Paul Navarro, Brian Billingsley from the City of Caldwell, Olivia Weitz from the Idaho Press-Tribune, Kris Rodine from The Idaho Statesman, and Deputy Clerk Monica Reeves.

#### **Discussion regarding the disposition of the Pond Lane/Highway 20-26 property:**

Commissioner Dale said the property was vetted and purchased for the purpose of building a jail and it's been on the market for more than two years with no offers. The realtor's listing agreement expired at the end of December and it's his opinion the property should be removed from the market and retained for potential jail use. Commissioner Rule disagrees and thinks we should keep our options open because the property has been held by the County for too long. It's an excellent site for an industrial company given the access to the freeway and sewer and water services. Three jail bonds have failed and he doesn't think a fourth one will do any better. Commissioner White said several years ago she was on the original committee to look at sites/locations for jail construction and it was a huge process and there was a broad spectrum of individuals who served on that committee and they selected seven or eight different sites. They reviewed the properties and found the fatal flaws; the subject property was the one they came to at a unanimous decision in that it was a place that would be suitable both economically and socially for the community and she still stands by that. The infrastructure is there now and it wasn't before; it would be good stewardship for the County to hang on to the property while we're having progressive discussions about a jail. Commissioner Dale said the City of Caldwell has given us a clear message that they don't want the jail expanded at the present site; we still have a jail problem, it's poorly designed and inefficient and needs to be replaced and we have this property with water and sewer and sufficient acreage to build what's needed for a jail and we should keep our options open by taking the property off the market. Commissioner White made a motion to keep the property and take it off the real estate market. The motion was seconded by Commissioner Dale. A roll call vote was taken with Commissioners White and Dale voting in favor of the motion and Commissioner Rule voting against the motion. The motion carried by a two-one-split vote.

## **Discussion regarding Pod 5:**

Commissioner Dale said the issue has been in the forefront of the media over the last several months because of some escapes that have occurred and an option has been to restrict the facility's use to work release only. The Caldwell City Council gave the County 60 days to either improve the security of the facility and come up with a plan to present to the city council or it would revert back to work release only. Today's discussion will be about the potential future use of Pod 5.

Sheriff Donahue prepared a handout that included a list of priorities that need to be addressed immediately with the facility:

- 1. Construct lid over top of kitchen area**
- 2. Construct lid over top of recreation yard to include a buffer fence to keep civilians away from the outdoor rec yard**
- 3. Construct hardened interior wall**
- 4. Construct perimeter fence**
- 5. Maintenance perimeter fence**
- 6. Juvenile outdoor recreation area**

(The handout included photographs of the facility but due to security concerns the photographs are not included with the minutes.) Sheriff Donahue said although the facilities director has installed a new door in the kitchen area, it's a fire door that's primarily used for ingress/egress for staff to bring food trays to the inmates three times a day. The last two escapes occurred when the inmates were able to access the fire door by climbing over a wall and by hitting it enough times they bypassed the security measures on the door. He said the first thing that needs to be done is put an expanded metal lid over that kitchen area. The cost for purchase and installation is between \$3,000 and \$5,000. Facilities Director Paul Navarro said we have discussed this for quite some time and he believes he can purchase the materials and install it using county maintenance labor. He anticipates it being less than \$5,000 for materials. Commissioner Dale said another option would be to expand the wall higher, but before we make a decision on which way to go he wants to the Sheriff's Office to evaluate which direction it wants to go. Sheriff Donahue said he hasn't discussed it with Director Navarro, but late last week he discussed it with Chief Marv Dashiell and Captain Daren Ward and they believe that may not prevent inmates from accessing the area; in a number of circumstances would they still be able to succeed in getting over an increased height of the wall and they are concerned about ventilation and air flow through the facility whereas the expanded metal would not be a concern. The best thing would be to put the expanded metal on and if someone gets on top of it there's nowhere for them to go and that can be addressed when the time comes, but this would be the easiest and most prudent way to address that. Director Navarro said it will take them a couple weeks to fabricate it and they may have to relocate some fire heads so we need to run this through the city and make sure the fire marshal is on board because it's a good sized alterable change to the structure. Commissioner White asked what the difference is between expanded metal and chain link. Director Navarro said expanded metal is very tight where chain link is a ladder for inmates,

so they would prefer expanded metal at the jail. Commissioner Rule asked if this is a lid as opposed to expanded metal up to the ceiling, and, what will stop the inmates once they get on top of the lid from cutting out at that level. Sheriff Donahue said there are cameras and they have two to three deputies in that facility and one is positioned in that area. Commissioner Rule said he doesn't see anything changing if the number of deputies in the facility has not increased. Sheriff Donahue said when the two inmates cut through the fabric of the tent it took them some time, they did it in stages, and according to what the evidence shows they believe if someone were to succeed in getting on top the timeframe between them getting on top and the deputies getting them down would not be enough time for them to cut through. He said they could be wrong, anything could happen as we've seen in that facility, but they are open to discussion as to installing the expanded metal vertically versus horizontally. Director Navarro said they've talked about putting a 15 degree or 30 degree angle to make it more difficult to climb up and over. Commissioner Rule wants to see drawings before he approves spending money on it; it's a work release center and it's a bad idea to put Band-Aids on it. He favors moving work release to the concrete and steel cells at the Dale Haile jail and moving work release to what it was designed to be. Sheriff Donahue said it would do two things, it would get the vertical wall to a degree where they couldn't scale it and then it wouldn't prevent a hardship on the ventilation of the facility. Putting expanded metal over that as a lid will prevent inmates from gaining access to the kitchen area which is the Achilles heel; that door is a concern because they are overcoming its locking mechanisms. Commissioner Dale shares the concern that we're putting a Band-Aid on a facility that was not designed for permanent inmate housing; however, we're looking at the alternative for the taxpayers of spending over \$1 million in addition to the logistical nightmares of moving inmates back and forth from surrounding counties for court dates and he's hesitant to spend that kind of money when there are things that can be done for much less to make the facility more secure. He is in favor of moving forward to secure the facility. Commissioner White said the city gave specific instructions on what they want in the facility. She asked about the cost to put the wall all the way to the top. Director Navarro said the ceiling is 30 feet high and it's on the curve of the dome so it would be very difficult to do that.

The Sheriff said he doesn't want to get into some of the particulars because this is an open meeting and he wants to be careful about how much information we put on the record. He reviewed the list of priority items:

**Construct lid over top of recreation yard to include a buffer fence to keep civilians away from the outdoor recreation yard**

This is the second priority and it goes back to the planning stage and getting permission or instructing Director Navarro to go forward with getting a lid or a top on the outdoor recreation yard. There have been a number of escapes through the outdoor recreation yard and they believe it should be a top, but not with expanded metal in this case, but with a chain link fence, similar to the juvenile detention facility. He said the Jerome County Sheriff has offered to donate their outdoor recreation chain link fence and lid, although it's not enough to cover our area it's a good start. If we dismantle it they will give it to us, but prior to

installing it we'd have to have an engineer look at what it would take to install it. We have one generalized estimate for it but he said we need a second opinion, and we need to go through the city permitting process. He said the need for razor wire is less of an issue if we have a lid over the outdoor recreation yard.

### **Construct hardened interior wall**

In reviewing the city's minutes from 2010 when Canyon County petitioned to make the tent a minimum security facility there was talk about hardening the interior walls and the estimated cost was around \$27,000. That would eliminate potential problems with people cutting through the tent; we need to discuss the potential of that company coming in to construct a hardened interior just as the County told the city we would do in 2010.

### **Construct perimeter fence**

In 2010 the County said it would construct a perimeter fence around the entire facility but that hasn't been done. It's a great idea to have a 10-foot fence with concertina (razor wire). The fence is another deterrent to the passing of contraband through a chain link fence which has happened while deputies are standing there. Director Navarro asked if they want to add more cameras. Captain Ward said at this point we don't need to. Commissioner Rule said the city wouldn't permit footings into the alleyway on the south side and there's not room for pole footings on the north side because of the sidewalk and the proximity of the building to the sidewalk. Director Navarro said we never got beyond an initial discussion about the design phase, but that's a topic for the roundtable discussion with the city to see what we can or cannot do. Several years ago we had the issue of paraphernalia being handed through the fence so he spoke to the city about building a block wall and there were concerns about footings for that block wall with very close proximity to the city sewer. We need to formulate and plan and discuss it with them to see if it's a feasible solution. We also need to figure out a way that the fence can be open because we have very big problem with snow being held between the tent and the fence when the snow sluffs off the roof into that area. We will need the help of an architect and an engineer. Commissioner Rule said wasted effort on getting permitted would be resolved by moving work release inmates from the Dale Haile jail to the work release center and putting the felons in Pod 5 back in the Dale Haile jail where contraband cannot be dropped and footings don't have to be dug. He also said the old jail annex could be used. He believes the \$1 million amount that was discussed was not based on prisoners being put back in Dale Haile. He also said there are not large numbers of prisoners that have to be transported daily to outside counties; he believes the numbers are embellished and it's misleading to the public. Sheriff Donahue said the numbers are not misleading, they have been researched. He said felons aren't just in the tent facility, they are on work release too; 75% of the inmates have felonies so you're not going to get away from people having felonies. He said they are not putting X2 (the old annex) back in production because it should be off limits, it was built in 1948 and it's tremendously manpower intensive to have people down there. Today it would house six people, and six operable cells will not solve

the problems. Captain Ward said there are 122 beds available in Pod 5. Currently they have been running in the range of 50 and if they transition and move people to William Nora, which is where the work center is now, there are 40 beds available now, if we transition that back into a general population unit it cuts the amount of beds to 35. Most of the remodel has been done, jail standard has a square footage requirement depending on a work release inmate or a general population inmate so 35 beds in there, as of today with 50 people in Pod 5 that still leaves 15 we don't have a spot for. In X2 there are 12 cells but 6 are out of commission so that leaves 9 people they wouldn't have a bed for but that would fill every general population bed that we have in the County. Every day they average about 30 people coming in to the jail, usually half bond out and another percentage get released from court but they're on that cycle where every day certain people have to go somewhere. He has to classify the inmates and house them accordingly if they are a general population minimum security inmate and if he doesn't have any beds they may have to go to Jerome County today but be brought back for court in a few days so there is that five days a week transporting issue. Sheriff Donahue said today we have an average of 50 and when the escape occurred a few months ago the inmate population in the tent was averaging 90 a day. It houses 122. There are 207,000 people in this county and you're going to have people coming to jail every day. A lot of people cannot get work release, it's up to the judiciary and we cannot tell them what to do; this discussion needs to involve the judiciary. He said the numbers are not embellished, when they do transports they have to have contracts in place because they do not have the manpower to do it. There are a lot of issues from an operational standpoint to consider, but they have knowledge and experience and they know what they're talking about. Commissioner Dale said we need to have some cost figures that are more accurate before a decision can be made, but we should pursue securing the facility. He is willing to commit the money it takes to secure the facility because it's short-term and we will find a solution to a new jail that is acceptable to the people of Canyon County. Anything we do with the pod or transporting prisoners will be temporary because we know this jail is inadequate and needs to be replaced and it is the Commissioners' responsibility to come up with a plan that is acceptable to the voters, and elected officials and departments so we can meet the needs for the next 20-30 years. Sheriff Donahue said Director Navarro has the most expertise in securing those numbers, and even though we have a preliminary estimate from Houston Bugatsch, we need a second opinion based on looking at the areas that need to be addressed immediately. Commissioner Rule said he doesn't have a problem with any of that as long as the city will permit the structures. Director Navarro said he needs direction from the Board to get costs, timelines, contractors, etc., but he is currently under the direction to make Pod 5 a work release center and he needs the Board to tell him that's not what we're going to do anymore. Commissioner White said the facility needs to be secure so inmates cannot get out into the community, they need to be contained. It's a matter of public safety and we need to do what we can to take care of that. She said Jerome County's offer of chain link fencing is a generous offer. Commissioner Rule said it doesn't matter if it's free if we can't get it permitted and if we can't put footings in the alleyway the structure won't work so we

need to make sure the engineer and the city can say it is permitted with footings. Commissioner White said we need to communicate with them that we will get the information. Director Navarro said he will bring ideas/solutions to the Board tomorrow morning so we can move with a plan of action. We need to look at a second architect, different engineers, talk to the city, call Jerome County, and talk to a contractor about disassembling it. Commissioner Dale said we want to let Jerome County know we'd like to have this material but we need to find out if it's more cost effective to hire somebody to dismantle it, and need to find out if we can put fence supports in the alley. Chief Dashiell said even though it's free, Jerome County is under the same restrictions we are and their Board of Commissioners will have to draft a resolution to transfer surplus property so at some point we'll need to expedite that aspect. He said in the spring of 2016 when the first escape occurred an immediate solution was implemented with an additional section of fencing along the tent to restrict an exit point. In early August they presented a request for the cover for the outdoor recreation area and now we're at four months later with stalled conversations. When they had the first exit through the kitchen door they came back to the Board and requested movement on securing the kitchen area and we are three months later on that, still with no action. He feels like the information has been presented to the Board but they were left hanging out there. Chief Dashiell said the perimeter fence won't necessarily do anything but in some cases it would have given them additional time and if the escaping inmates had had one more obstacle chances are they never would have left the property. Commissioner Dale said it is the opinion of two Commissioners to secure this facility, it's a complex issue that won't be resolved today but the indication is clear that we want to move towards that resolution and we need to vet the options and costs. We understand we are under a 60-day window with the City of Caldwell to come up with a solution to secure the facility or it reverts back to work release. Sheriff Donahue said it's not just the 60-day window, it's urgent that we get it taken care of immediately. They have been asking the Board for months and months to do something and he appreciates that the Board is asking Director Navarro to get it done. As far as moving it back to a work release center we'll have to talk to legal counsel about that, it's a court issue. Commissioner Rule said he's tired of the comments that the Board didn't take action months ago, the majority of the Board gave direction and they chose not to do it because it wasn't what the Sheriff's Office wanted and now they are accusing the Board of doing nothing and that's simply not true, it's another false statement like the Board telling Director Navarro not to put that door in. He said that was a lie, the Board never did that. Commissioner White made a motion to take care of the lid over the kitchen area. The motion was seconded by Commissioner Dale. Commissioner Rule asked if there will be engineered drawings for the construction. Director Navarro assumes we'll have to vet this with the City of Caldwell as per the special use permit agreement which clearly states they wish to see any and all improvements in writing. He will try to get on their next meeting calendar and he will bring options to the Board tomorrow morning. Commissioner Rule said until the drawings are done and the engineering is complete, this would be too early. Commissioner White said we can't do it until we have what the city requires so what we are authorizing is to set

it in motion, start doing the footwork to get the information that we need in order to make a good decision. The motion carried unanimously with all three Commissioners voting in favor of the motion to put a lid over the kitchen area. The meeting concluded at 11:22 a.m. An audio recording is on file in the Commissioners' Office.

#### MEET AND GREET WITH COMMISSIONER PAM WHITE

A meet and greet was held today at 11:00 a.m. for Commissioner Pam White where she was introduced to department administrators who serve under the Board of Commissioners. The following were in attendance: Commissioners Tom Dale, Pam White, and Steve Rule, Assessor Gene Kuehn, Parks Director Tom Bicak, Outdoor Recreation Planner Nichole Schwend, Assistant Parks Director Kathy Kershner, PIO Joe Decker, DSD Director Tricia Nilsson, Facilities Director Paul Navarro, Chief Probation Officer Elda Catalano, Fleet Director Mark Tolman, Director of Misdemeanor Probation Jeff Breach, TCA Doug Tyler, HR Director Sue Baumgart, Public Defender Tera Harden, PD Office Manager Deepak Budwani, and Deputy Clerk Monica Reeves. The meet and greet last approximately 20 minutes. No Board action was required or taken.

#### **SECOND DAY OF THE JANUARY TERM, A.D., 2017 CALDWELL, IDAHO JANUARY 10, 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):

- Bomgar Corp., in the amount of \$2,217.59 for the Information Technology Department
- BOE in the amount of \$2,217.00 for the Information Technology Department
- ZOHO Corp., in the amount of \$1,099.00 for the Information Technology Department
- Norbryhn Equipment Co., in the amount of \$3,864.00 for the Facilities Department

#### CONSIDER SIGNING FARM LEASE AGREEMENT WITH M&S FARMS

The Board met today at 9:01 a.m. to consider signing the farm lease agreement with M&S Farms. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Mike Porter, Deputy P.A. Brad Goodsell, Fair Director Rosalie Cope, and Deputy Clerk Monica Reeves. Mike Porter said the agreement has been reviewed by the Prosecutor's Office and

there are no legal issues with it. Rosalie Cope said the lease payment was submitted along with the agreement and it will be deposited. Commissioner Dale said Curt Krantz had mentioned that he'd talked to the farmer about doing a short crop so there could be the potential of doing something with the land next year for the fair, but it's his opinion we will not be doing anything with that land for the fair at any time in the near future. The communication to the farmer needs to be he is free to do whatever he chooses according to this lease; he does not need to try to get the crop off early because we will not be moving the fair next year. Ms. Cope said Mr. Krantz's comments were not about the 2017 fair but rather for the potential to access the ground for the 2018 fair. Commissioner Dale said that will not happen, in his opinion. Commissioner White wants to get the stakeholders to the table so we can discuss the issue with everybody who's involved. As far as the lease and the fact that it's been ongoing since 2009 she is fine with the release of the property but she's not prepared to make any further decisions regarding the fair moving to that site. Ms. Cope said Josh Sanders, the new chairman of the fair board, wants to set a meeting with the Board to discuss the fair and she asked if it's possible for the Board and the fair board to have a workshop – that's not a public meeting - where they can brainstorm. Mr. Porter said the meeting has to be placed on Board's agenda as a public meeting. Commissioner Dale said we cannot have secret meetings. He reiterated that the communication to the farmer needs to be that he is free to do whatever he needs to with that land to make a profit and not restrict him on any kind of crop or any use he wants to do. Mr. Porter said there aren't any restrictions, the agreement is pretty open to what he needs to do with the land. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to approve the lease agreement with M&S Farms for the property on Highway 20-26. Commissioner Rule noted that the lease payment will be deposited into the general fund. (See Agreement No. 17-002.) The meeting concluded at 9:10 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 9:31 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, Pam White and Steve Rule, IT Director Greg Rast, Facilities Director Paul Navarro, CCSO Captain Daren Ward and Deputy Clerk Jenen Ross. Director Rast gave updates on the following items: a report was provided to the Board giving an update of hours spent on each project for 2016 and upcoming projects; he reported that they've had many good applicants for the five vacant positions, regarding the IT Business Analyst position, there is going to be some organizational changes, that position will be filled internally and then backfill another position, blue sheets will probably be coming down this week for that, Director Rast is expecting there will be some fairly good size changes in the reorganization of these positions and will meet with the Board once those changes are finalized; there will be a purchase order coming down this week for the software for the print shop which will allow employees to place online orders and offers more accounting capabilities for the IT department; Mr. Rast is working with Idaho Tower regarding the remote sites, they are working to get the scope of each project and then will bring the

facilities department in to see what they'll need before any timeline will be put in place, the project will be done in two phases, the first includes the landfill and the Lake Lowell Parks Office, he is working with legal and the controller to see if Enterprise funds can be used to do the landfill and the parks office as it will be used as a relay off the tower, the second phase includes CCNU, the fairgrounds and weed and pest; Director Catalano has requested that the cameras in juvenile probation be evaluated, they are currently working to scope the needs and the placement of the cameras then will approach facilities for their input on the project, cameras have been requested in both probation and misdemeanor, the project will be split, two Blue Iris, one for misdemeanor and probation and the other for IT and facilities. Director Navarro reported on the following items: his staff is working on snow removal, a skid steer has been secured for this afternoon, there are two issues in regards to the snow removal: all of the sidewalks and gutters around the courthouse need to be cleared and then the courthouse roof as it drains thru the curb and gutters, they've also been asked to clear the area behind the crime lab because there is a vehicle that needs be pulled out as part of evidence in a crime and two large evidence lockers that they need access to; Mr. Navarro had a meeting yesterday regarding the jail, based on the Sheriff's priority list he's received some information regarding the fence bid for the exterior fence around the Pod 5 tent, keeping it about 12-18 inches off the fence is estimated at about 330 linear feet for a 10 foot fence with either barbed wire or concertina wire based on what the City of Caldwell will allow, that is coming in between \$28 and \$30K but the work cannot be done until the spring and the City of Caldwell will probably request a design; he believes the lid for the kitchen area can be accomplished for no more than \$4000, however the city will require a drawing in order to do that; photos of the rec yard lid in Jerome County have been sent to both Houston Bugatsch Architects (HB) and Lombard-Conrad (LCA), both have responded, HB feels that designing something of this scale will cost between \$7000- \$8000, LCA won't exceed \$25K, Director Navarro highly recommends engaging with Houston Bugatsch, Rick Bugatsch was part of the design team that built and remodeled Pod 5 and he is CJIS cleared, the top priority is to hire an architect and then bring in a structural engineer, the city is going to want to see a structural engineer for the rec yard and the lid, the rec yard is currently 30x30 and 10 feet high so you now have 120 linear feet of 10 foot chain-link that can be grabbed but due to weather complications this project will not be able to be started until late February, Mr. Navarro would also like to have Mr. Bugatsch or a representative drive to Jerome County to measure and scope out their rec yard structure to confirm it will meet the needs of Canyon County, the Board gave Director Navarro the okay to engage with Houston Bugatsch but did ask that he get in contact with legal to do an open RFQ for the possibility of adding to the list of preferred architects; Director Navarro has reached out to Sprung regarding the hardening of the inside of the tent structure as there is a product provided by Sprung, but he hasn't heard back from them, he has left a voicemail and several emails but he will continue to try getting in contact. The meeting concluded at 9:58 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

The Board met today at 10:01 a.m. for a biweekly meeting with the Directors of Misdemeanor Probation, Juvenile Probation and Juvenile Detention to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Juvenile Detention Deputy Administrator Sean Brown, Director of Juvenile Probation Elda Catalano, Director of Misdemeanor Probation Jeff Breach and Deputy Clerk Jenen Ross. Topics of discussion were as follows: the Supreme Court came out recently and met with Director Breach to give a demonstration of the Odyssey program. The Supreme Court is offering the Odyssey program at no cost to the County as a way of sharing one database. Director Breach indicated there are some features that he likes about the Odyssey program and others that he did not; one major flaw for him is that there is no way to track just community service hours that don't have probation attached to them and they don't know if there is a way to make the Odyssey program do that, additionally it doesn't offer an efficient way to look up a person on probation which will cause a lot of additional phone time for the secretaries. Canyon County is scheduled to go live with Odyssey in October as the replacement for ISTARs, however it doesn't offer a way to override on priority payments which could result in a revenue decrease. Odyssey is not a mandatory program and at this point Director Breach is planning to include the cost of the current system, CMS, in his FY2018 budget request as he just doesn't feel it would be a good idea to try switching programs in October when Odyssey goes live; even if the County does choose to move to the Odyssey program there will still be a large number of older files left in CMS that will still need to be accessed until they attrition or they will have to be printed and paper files will have to be used. The biggest flaw he sees is the inability to track community service, with the only solution being to work in two databases but that could also be troublesome as the potential for human error increases. Director Catalano stated that her department recently upgraded to a mobile version of CMS and she has found that the providers of the CMS program are responsive to the County's needs and very easy to work with, thus giving the option of possibly upgrading some features of the current CMS program. She does not feel that the Odyssey program will work well for the needs of her department. Sean Brown explained that they also use the CMS program and have no issues with the way it works for them. Since Odyssey is a mandatory program for the courts it is going to alter the way detention days are tracked as detention and probation will not have the same access to the program as the courts do. Commissioner Dale stated he is depending on the recommendation of each department as to whether the County should switch to Odyssey or remain with CMS, he will support their decision. Director Breach also reported that his new uniform policy will take effect February 1 and has been fairly well received. Director Catalano reported that they currently have 340 cases under supervision and probation and 36 in the custody of the state, which is a significant increase since July because of new rule change. Sean Brown reported that they currently have 26 in custody; they have 3 new employees who will start POST on February 12; Sean Anderson has been moved to the Training Coordinator position which opened up a supervisor position and with that an assistant supervisor position, they conducted interviews last week and will be making a decision this week; Linda Latham will retire on January 17, she's been with the County for 17 years; due to school being closed for snow they are keeping the kids engaged by working in groups. The meeting concluded at 10:25 a.m. An audio recording is on record in the Commissioners' Office.

CONSIDER A RESOLUTION GRANTING A PROPERTY TAX EXEMPTION UNDER IDAHO CODE SECTION 63-602NN TO FRESCA MEXICAN FOODS, LLC, AND RELATED ENTITIES

The Board met today at 10:32 a.m. to consider a resolution granting a property tax exemption under Idaho Code Section 63-602NN to Fresca Mexican Foods, LLC, and related entities. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Brad Goodsell, Assessor Gene Kuehn, Chief Deputy Assessor Joe Cox, David Thurber, Vice President of Finance for Fresca, Ken Fisher with Paradigm, and Deputy Clerk Monica Reeves. Brad Goodsell said the resolution grants a property tax exemption to Fresca for investments they intend to make in a new plant and equipment. They have already purchased property but that property is not going to be subject to an exemption because it's existing, but the investments they will make will be subject to an exemption under the resolution, which means 25% of the value of the property they are putting into production remains on the tax rolls while the other 75% is exempt for a five-year period. David Thurber said Fresca has been in business for 40 years at their current location in Boise and they have 150 employees. They are close to capacity and have been looking for a new site so they can expand capacity and capability with new equipment and they think Caldwell is the perfect place for them. They are almost ready to purchase the land. With the new building they will have 190,000 square feet; the cost to build is about \$35 million and the equipment cost is another \$14 million so it's almost a \$50 million project overall. Joe Cox said the Assessor's Office looks at the total investment amount and the number of jobs created as well as how other businesses within the community will benefit by having this business locate here. Granting an exemption creates a tax shift and at certain times it is a benefit to the community because of job creation and new growth opportunities for other companies and that makes it a benefit for all of us. Mr. Goodsell said there are two letters attached to the resolution from the two entities involved: Fresca Mexican Foods and their related entity which is Sky Ranch Real Estate, LLC, which will be holding the company. Both indicate they agree to the terms and conditions contained in the resolution. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to approve a resolution granting Fresca Mexican Foods, LLC, and related entities a property tax exemption pursuant to Idaho Code Section 63-602NN. (See Resolution No. 17-005.) The resolution was recorded as Instrument No. 2017-001194. The meeting concluded at 10:45 a.m. An audio recording is on file in the Commissioners' Office.

**THIRD DAY OF THE JANUARY TERM, A.D., 2017  
CALDWELL, IDAHO JANUARY 11, 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 8:39 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale, Steve Rule and Pam White, Indigent Services Director Yvonne Baker, Indigent Customer Service Specialist Robin Sneegas, and Deputy Clerk Monica Reeves. Ms. Baker said the following cases do not meet the criteria for approval: Case Nos. 2016-597, 2016-1220, 2016-1399, 2016-1428, 2016-1437, 2016-1486, and 2016-1523. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to uphold the denials that were read into the record. According to Ms. Baker the following cases meet the criteria for approval: Case Nos. 2016-1169, 2016-1219, and 2016-1520. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to approve the final decisions of approval for the cases that were read into the record. Per the Clerk's findings, the following cases do not meet the criteria for approval: Case Nos. 2017-137, 2017-160, 2017-258, 2017-290, 2017-291, 2017-292, 2017-295, 2017-297, 2017-316, 2017-377, 2017-407, and 2017-426. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the initial denials for the cases that were read into the record. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to approve the initial decision of approval for Case No. 2017-409. The meeting concluded at 8:48 a.m. An audio recording is on file in the Commissioners' Office.

## LEGAL STAFF UPDATE

The Board met today at 10:06 a.m. for a legal staff update. Present were: Commissioners Tom Dale, Steve Rule and Pam White, Deputy P.A. Brad Goodsell, Deputy P.A. Mike Porter, and Deputy Clerk Monica Reeves. Brad Goodsell informed the Board about a matter regarding the Anderson Corner property which was acquired by the County by tax deed because the previous owners essentially abandoned it due to petroleum contamination. We acquired it with the understanding that we would partner with DEQ to clean it up and get it back on the tax roll. We have been waiting for DEQ to get funds so we could address the contamination. The first step is for them to do an assessment but first we need to sign a site access agreement that gives them the ability to go on the property and start the assessment process. The Board can sign the agreement or it can authorize Mr. Goodsell to sign it since there is no commitment to money, it's just saying DEQ can go on the property. DEQ will pay for the cost of assessment and once they determine what needs to be done they may ask us to participate by waiving dumping fees at the landfill. By signing the agreement it will go into the pool of projects to be prioritized on whether it will be in this year's budget. They are considering an alternative process to digging that's part of the assessment to determine whether the soils are suitable for this alternative method where it tries to aerate the ground in place. Commissioner Rule said he wouldn't support that style because it can be a giant cash cow and in his experience underground aeration is not successful financially except for those who perform the services. Mr. Goodsell said DEQ is paying for it so they'll make the choice of which one is most economical for them. Commissioner Rule said it'll be a 4-5 year process as opposed to a dig and chase which can be done in a year or two. Mr. Goodsell said

we may have the ability to have some input once they make a decision but it's premature right now; they just want authorization to go on the property and do some work. Commissioner White made a motion to allow access to the Anderson property for a site assessment and to authorize Brad Goodsell to sign the access agreement. Commissioner Rule seconded by the motion and asked if the Brownsfield project is an option. Mr. Goodsell said it may be part of the Brownsfield program eventually but right now it's premature to make the determination. The motion carried unanimously. The meeting concluded at 10:18 a.m. An audio recording is on file in the Commissioners' Office.

#### MEETING WITH THE CITY OF MELBA TO DISCUSS TAX DEED PROPERTIES

The Board met today at 10:30 a.m. with the Mayor of the City of Melba to discuss tax deed properties. Present were: Commissioners Tom Dale, Steve Rule and Pam White, Deputy P.A. Brad Goodsell, Treasurer Tracie Lloyd, Mayor Martin Luttrell, Melba City Councilman Parkie Stapleton, and Deputy Clerk Monica Reeves. At the last meeting on this topic the city was going to look at the property, and after some investigation they did not find anything out of the norm as far as septic or drain field issues. Parkie Stapleton met with Phyllis Wood and told her she was no longer the owner of the property; he also provided her with contact information for adult services. Brad Goodsell said the two properties were part of a number of properties the County took by tax deed last year and they were slated to go to public auction in November, however, the City of Melba indicated it was interested in the properties so the Board pulled the properties from the auction to give the city an opportunity to contact the lady who owns both properties to see if they could help her into some alternative housing. After that was done the Board would consider conveying the County's interest in the properties to the City of Melba. Mayor Luttrell said it wasn't the city's responsibility to find her a place to live; it was left up to the city to visit with her and offer alternatives and see if they could help. Treasurer Lloyd said Ms. Wood's living conditions are not good and two years ago she was in the same position so staff went to her home and helped her apply for a hardship, which was granted. She said it's an unfortunate situation but she doesn't know what else we can do now that the County owns the property. Commissioner Rule said a best use would be to transfer it to the city, and he said it would be nice if they had a spot for her trailer but it's not their responsibility or the County's responsibility to find her a place to live. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to approve the transfer to the City of Melba. Commissioner Dale said once the County has gone through the process of taking of the property after years of nonpayment of taxes there are only two options: offer to sell it, which we are required to do within 14 months, or we can deed it to the city. We have no other options. Commissioner Rule made a motion to have Mr. Goodsell prepare the documents transferring the properties to the City of Melba. The motion was seconded by Commissioner White and carried unanimously. Mayor Luttrell said the city will continue to work with Phyllis Wood to make sure she has communication with people who can help her. The meeting concluded at 10:42 a.m. An audio recording is on file in the Commissioners' Office.

#### SIGN LOCAL DISASTER EMERGENCY HAZARDOUS WINTER WEATHER DECLARATION

Chairman Tom Dale signed a Local Disaster Emergency Hazardous Winter Weather Declaration today declaring that a local disaster emergency exists and all efforts may be made to protect the citizens and property of Canyon County through activation of all local disaster emergency plans and state emergency assistance. The declaration shall expire within seven days unless the Board of Commissioners expressly authorizes the continuance of the declaration. The declaration was recorded as Instrument No. 2017-001349. (This matter was not scheduled for Board consideration today; it was executed by Chairman Tom Dale as an emergency item in the early afternoon of January 11, 2017.)

**FOURTH DAY OF THE JANUARY TERM, A.D., 2017  
CALDWELL, IDAHO JANUARY 12, 2017**

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

APPROVED CLAIMS ORDER NO. 1-13-17

The Board of Commissioners approved payment of County claims in the amount of \$19,444.82 for accounts payable.

APPROVED CLAIMS ORDER NO. 1-20-17

The Board of Commissioners approved payment of County claims in the amount of \$345.00 for accounts payable.

APPROVED SALARY RATE REQUESTS

The Board approved salary rate requests for Williams "Eric" Jensen and Don Brown.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Northwest Service Technologies in the amount of \$8,896.00 for the Facilities Department
- EDU Business Solutions in the amount of \$9,390.00 for the Information Technology Department
- Solarwinds in the amount of \$2,045.00 for the Information Technology Department

- EDU Business Solutions in the amount of \$4,845.00 for the Information Technology Department
- Henriksen Butler Design in the amount of \$6,120.69
- Apple in the amount of \$2,799.00 for the Information Technology Department

#### APPROVED OCTOBER 2016 TERM COMMISSIONER PROCEEDINGS

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

#### MEDICAL INDIGENCY MATTERS

The Board met today at 9:04 a.m. to consider medical indigency matters. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, and Deputy Clerk Monica Reeves. Commissioner Pam White recused herself from today's medical indigency hearings. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to continue Case Nos. 2016-1570 and 2016-812 to March 23, 2017 at 9:00 a.m. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to take the following cases under advisement: Case Nos. 2016-1502, 2016-1524, and 2016-1606.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-1506

The Board met today at 9:15 a.m. to conduct a medical indigency hearing for Case No. 2016-1506. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, Stephen DeVille from Saint Alphonsus Regional Medical Center, the applicant, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to take the case under advisement and issue a written decision within 30 days. The hearing concluded at 9:27 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-1559

The Board met today at 9:30 a.m. to conduct a medical indigency hearing for Case No. 2016-1559. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, Attorney Mark Peterson, Flyer Seabrook from St. Luke's Regional Medical Center, the applicant and her mother, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to continue to February 9, 2017 at 9:00 a.m. The hearing concluded at 9:48 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-965

The Board met today at 9:53 a.m. to conduct a medical indigency hearing for Case No. 2016-965. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, Attorney Mark Peterson, Flyer Seabrook from St. Luke's Regional Medical Center, the applicant, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to put the case in suspension until the federal works compensation benefit is completed. The hearing concluded at 10:10 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-1574

The Board met today at 10:13 a.m. to conduct a medical indigency hearing for Case No. 2016-1574. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, Stephen Deville from Saint Alphonsus Regional Medical Center, the applicant, Interpreter Grace Arroyo, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously take the case under advisement to render a written decision within 30 days. The hearing concluded at 10:22 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-1571

The Board met today at 10:29 a.m. to conduct a medical indigency hearing for Case No. 2016-1571. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, Timothy Ryan from Saint Alphonsus Regional Medical Center, the applicant, Interpreter Grace Arroyo, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously take Case No. 2016-1571 under advisement to render a written decision within 30 days. The hearing concluded at 10:38 a.m. An audio recording is on file in the Commissioners' Office.

## MEDICAL INDIGENCY MATTERS

The Board met today at 10:40 a.m. to consider medical indigent matters. Present were: Commissioners Tom Dale and Steve Rule, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, and Deputy Clerk Monica Reeves. Ms. Kidd said there were several cases where neither the applicant nor the hospital appeared and she requested they be taken under advisement for a written decision upholding the original denial. Upon motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to take the following cases under advisement and make a written decision within 30 days: Case Nos. 2016-1595, 2016-1589, 2016-1532, 2016-1290, 2016-1548, 2016-1546, and 2016-1573. The proceeding concluded at 10:42 a.m. An audio recording is on file in the Commissioners' Office.

## LEGAL STAFF UPDATE

The Board met today at 10:52 a.m. for a legal staff update and there was discussion regarding what the declaration of emergency means to the County and the cities. Present were: Commissioners Steve Rule, Tom Dale and Pam White, Chief Civil Deputy P.A. Sam Laugheed, PIO Joe Decker, and Deputy Clerk Monica Reeves. Sam Laugheed said yesterday he had a conversation with Commissioner Dale and Lt. Schorzman, along with Joe Decker, to discuss the emergency management plan the Board adopted in 2015 that outlines the duties of several entities when there is an emergency or disaster situation. In those related statutes there's a section that allows a mayor or board chairman to unilaterally declare a disaster or emergency situation and our internal plan provides that when a city declares a disaster or emergency we have to pass that information on to the state and also consider issuing a similar declaration to help the city and to make it possible for coordination efforts to be more coherent from the emergency manager. He sent an email to the Board yesterday that explained and made clear that it was lawful and that he believes Chairman Dale was appropriate in executing that declaration. It lasts no longer than seven days without ratification by the Board so if we need it to continue we'd need a resolution of a majority of the Board. The declaration doesn't obligate the County to spend any resources or take any action, but it allows Lt. Schorzman to facilitate communication with these other entities, and he was going to be in contact with the cities and highway districts to find out if we can get some of their equipment within the city limits to help with the drain shoveling. Joe Decker said the city tracked down equipment on their own, and he said the declaration eliminates the red tape as far as hiring private snowplows to help out. Mr. Laugheed said it would be in our best interest to extend it for a defined period, to continue it for another 14 days to allow Lt. Schorzman to do what he needs to do. Mr. Decker said it came at the request of the cities of Nampa and Caldwell and their next step once they issue a declaration is to ask the County to do it and get that extra level of help. Mr. Laugheed said the state code doesn't seem to give the cities any authority except to declare an emergency. It doesn't require them to have the kind of plan we have but they have all signed on to our plan and that's the real benefit. We've triggered the plan that has protocols for communication and are asking the state for resource assistance; it will help down the line if a lot of resources ended up being expended and we'd

be able to ask the state for assistance and pass the funds through. Right now there's no obligation for tax dollars and his recommendation is we not spend any dollars until we get more information about what would be needed and where it would be going. The allocation of money should be in an emergency meeting and should require a majority of the Board before any tax dollars are spent. Commissioner Dale said Keri Sigman came in with Todd Herrera yesterday and her main concern dealt with flooding when the snow starts to melt, and the declaration will allow the cities to prepare for the runoff that's going to happen and he thinks that's good enough reason to keep the declaration in place for a while. Mr. Laugheed recommends we keep it to discreet periods of time and renew as necessary, and he said it's important to acknowledge the County doesn't have a snow emergency in unincorporated Canyon County; the cities have the issue. On another topic, Mr. Laugheed said he met with Director Paul Navarro yesterday about doing an RFQ on some tent options. The meeting concluded at 11:02 a.m. An audio recording is on file in the Commissioners' Office.

#### DISCUSSION REGARDING CHAMBERS OF COMMERCE MEMBERSHIP

The Board met today at 11:02 a.m. for a discussion regarding the chambers of commerce membership. Present were: Commissioners Tom Dale, Steve Rule and Pam White, and Deputy Clerk Monica Reeves. Commissioner White wants Canyon County to be a member of the Nampa and Caldwell Chambers of Commerce in the interest of reaching out to the communities. Commissioner Rule said some citizens feel the chamber of commerce is business and government should stay away from funding of commerce. Commissioner White has been a member in the past and she enjoyed it when the Commissioners attended chamber events. Commissioner Rule said it bothered him that Canyon County has never been recognized by the Nampa or Caldwell Chambers as a business member. Also, he stopped supporting the Nampa Chamber when they endorsed his opponent during a chamber luncheon about four years ago. Commissioner White said the chamber did not endorse her as a candidate. Commissioner Dale understands Commissioner Rule's points, but he enjoys attending the events to show that as a County official he is interested in business in their community and is willing to provide what support he can. He supports being a member. Commissioner White made a motion to pursue membership in the chambers of commerce in the Canyon County communities. The motion was seconded by Commissioner Dale and carried unanimously. Commissioner White said the County is a huge employer in the business community and with Commissioner Rule's permission she would like to have that discussion with some of the chamber representatives. The meeting concluded at 11:11 a.m. An audio recording is on file in the Commissioners' Office.

**FIFTH DAY OF THE JANUARY TERM, A.D., 2017  
CALDWELL, IDAHO JANUARY 13, 2017**

**PRESENT: Commissioner Pam White, Vice-Chair**

**Commissioner Steve Rule  
Deputy Clerk Monica Reeves / Jenen Ross**

MONTHLY MEETING WITH ADMINISTRATIVE DISTRICT JUDGE AND TRIAL COURT ADMINISTRATOR TO DISCUSS GENERAL ISSUES

The Board met today at 8:05 a.m. for a monthly meeting with the Administrative District Judge and the Trial Court Administrator to discuss general issues. Present were: Commissioners Steve Rule and Pam White, ADJ Brad Ford, TCA Doug Tyler, and Deputy Clerk Monica Reeves. Judge Ford and Doug Tyler introduced themselves to Commissioner White and reviewed their roles of the Administrative District Judge and Trial Court Administrator respectively. A new Administrative District Judge will start in January 2018. An important focus for the courts the past few weeks has been the weather, which has affected everyone, from illnesses among personnel and judges to people trying to get to the courthouse with the extreme road conditions. There was discussion regarding the Odyssey computer system and how the courtrooms will have to be modified to accommodate the equipment. Doug Tyler said the court facilities fund should cover both the bench reconstruction costs especially if the work can be done in-house, and the audio system in the second floor courtrooms, of which there are serious issues with. Mr. Tyler said the work that needs to be done in the third floor courtrooms is the most important because the district judges will need more than one monitor on their bench; as he becomes aware of the associated costs he will keep the Board informed. The sound system on the second floor is old and upgrades were approved as part of the 2016 budget but he has questions about whether the project needs to be bid and he didn't want to just buy the equipment. Judge Ford said the equipment goes back to the original construction of the courthouse and it's been duct taped and had add-ons. Mr. Tyler complimented the facilities staff for the job they have done during the winter storm as well as the work that's been done in the third floor jury rooms. The meeting concluded at 8:39 a.m. No Board action was required or taken. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION – RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, AND COMMUNICATE WITH LEGAL COUNSEL REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

*Note for the record: As properly noticed the Board met today at 9:02 a.m. for a legal staff update. A request was made to go into Executive Session to discuss records exempt from public disclosure and attorney-client communication, and to communicate with legal counsel regarding pending/imminently likely litigation. The Executive Session was held as follows:*

Commissioner Rule made a motion to go into Executive Session at 9:03 a.m. pursuant to Idaho Code, Section 74-206(1) (d) and (f). 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, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, Deputy P.A. David Eames, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:20 a.m. with no decision being called for in open session.

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

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

APPROVED CLAIMS ORDER NO. 1-17-17

The Board of Commissioners approved payment of County claims in the amount of \$185.30 for accounts payable.

APPROVED CLAIMS ORDER NO. 1-25-17

The Board of Commissioners approved payment of County claims in the amount of \$139,572.63 and \$60,168.87 for accounts payable.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Chet Teats.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Simplex-Grinnell in the amount of \$1883.00 for the Facilities Department

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for Winco Foods LLC DBA Winco Foods (See Resolution #17-007)

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:31 a.m. for an office staff meeting. Present were: Commissioners Tom Dale, Steve Rule and Pam White, PIO Joe Decker, Deputy Clerks Jenen Ross and Monica Reeves. The Board reviewed the calendar with staff; discussion included appointments to the various boards and committees the Commissioners serve on. Joe Decker reported on the following communication items: The Idaho Press-Tribune is doing a story on how much counties, cities, and highway districts have spent on snow removal efforts, and according to Facilities Director Paul Navarro, the County has spent \$10,000. He will attend today's meeting at 9:00 a.m. to see about moving forward with the disaster declaration, and he will attend an IT meeting regarding the employee portal on the website. He is working with DSD Director on a joint press release with Ada County regarding FEMA changes to flood maps. And, he will update Commissioner White's biography on the website. The meeting concluded at 8:55 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 8:56 a.m. for a biweekly meeting with the Human Resources Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, HR Director Sue Baumgart and Deputy Clerk Jenen Ross. Director Baumgart reviewed the following items: Cindy Lorta will be taking over as the generalist for the BOCC once Ms. Doramus retires on January 20<sup>th</sup>, additionally she is not going to fill that vacancy at this point but rather distribute the work to see if an additional person is indeed necessary; revisions to the blue sheet are being worked on, Ms. Baumgart has shared it with auditing who approves of the changes and it is now being reviewed by the PA's Office; the evaluation program is still being worked on, there have been a couple of glitches but they are still having weekly meetings and she is meeting regularly with IT; Ms. Baumgart is working with auditing regarding a new payroll system, ADP is a very large company and not able to make accommodations for the needs of just the county; she is also continuing to work on the employee handbook. The meeting concluded at 9:01 a.m. An audio recording is on file in the Commissioners' Office.

MEETING TO DISCUSS CONTINUANCE OF LOCAL DISASTER EMERGENCY HAZARDOUS WINTER WEATHER DECLARATION; LEGAL STAFF UPDATE; AND CONSIDER AUTHORIZING INITIAL RESPONSE TO THE CITY OF CALDWELL REGARDING CASE NO. APP-16-06

The Board met today at 9:03 a.m. to discuss the continuance of local disaster emergency hazardous winter weather declaration, and to conduct a legal staff update, and to consider authorizing an initial response to the City of Caldwell regarding Case No. App-16-06. Present were: Commissioners Tom Dale, Steve Rule and Pam White, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, Deputy P.A. Zach Wesley, Controller Zach Wagoner,

Sheriff Kieran Donahue, Chief Marv Dashiell, Lt. Dave Schorzman, Captain Daren Ward, PIO Joe Decker, and Deputy Clerk Monica Reeves. On January 11, in response to declarations of emergency by several local cities the Board chairman issued a declaration and that triggered the activation of the County's 2015 disaster emergency operations plan. It was intended to facilitate assistance to the cities that are having the snow and flooding emergencies and it provided that it would expire within seven days unless there was action by the Board to continue it. Mr. Laugheed said the Board wanted to meet today in advance of tomorrow's deadline to hear from Lt. Schorzman, Joe Decker, and Zach Wagoner to decide whether to continue the declaration. Lt. Schorzman said the Cities of Nampa, Caldwell and Wilder declared an emergency. Nampa and Caldwell exceeded their snow removal budget but haven't expended their reserves so he told them to talk to the Board if they wanted to request assistance, financially or other ways. At this time it doesn't sound like they need financial assistance from us, but with the upcoming weather event that may hit there may be exigent circumstances where they need to expend further resources. In his opinion it wouldn't hurt to extend the declaration for another 30 days. Zach Wagoner said the County's financial position is very strong, and we are prepared to deal with an emergency or unanticipated event. Commissioner Rule asked at what point the declaration obligates the County for financial assistance. Mr. Laugheed said the continuation extends the declaration for an additional time period but it does not obligate the County. The emergency operations plan is the document that's at work here, and it makes clear that nothing can be expended absent another vote from the Board. It allows Lt. Schorzman to do this job and apply to the state, if necessary. Commissioner Rule said if a municipality comes to the County for help it might put us in a bad position to pay for cities that were not financially prepared. He has no problem extending the declaration providing there will be another discussion if there is a request for financial assistance. Commissioner Dale said they have to show that they have expended not just their snow removal budget but their reserves before they are eligible to apply for financial aid from the County. Mr. Laugheed said this is not a mechanism for the cities to automatically get financial assistance. Commissioner White made a motion to sign the Continued Local Disaster Emergency Hazardous Winter Weather Declaration for an additional 30 days. The motion was seconded by Commissioner Rule and carried unanimously. (The declaration was recorded as Instrument No. 2017-001917.) Mr. Wagoner said the County is currently holding about \$75 million in property tax money that has been collected on behalf of the other taxing districts and normally it's distributed on the 25<sup>th</sup> of January, but we could have checks available on Friday the 20<sup>th</sup>. It would cost the county a small amount of interest revenue but it would be a show of good faith of trying to get cash to the agencies in these unique circumstances. Commissioner White said it shows good faith and it's a great idea. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to make checks available on January 20, 2017.

The next item of discussion was the legal staff update and to consider authorizing an initial response to the City of Caldwell regarding Case No. APP-16-06. Mr. Laugheed said there are

some matters to discuss in Executive Session before the Board considers any action. An Executive Session was held as follows:

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

Commissioner White made a motion to go into Executive Session at 9:15 a.m. pursuant to Idaho Code, Section 74-206(1) (d), (f) and (i) to discuss records exempt from public disclosure and attorney-client communication, communicate with legal counsel regarding 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, Steve Rule and Pam White, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, Deputy P.A. Zach Wesley, Sheriff Kieran Donahue, Chief Marv Dashiell, Captain Daren Ward and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:37 a.m. While in open session a discussion was held.

Mr. Laugheed asked the Board to entertain a decision and consider issuing a vote on the agenda item under legal staff which is to consider an initial response to the city of Caldwell re Case No. APP-16-06. Today is the deadline for the County and/or the Sheriff to request a reconsideration of the city of their decision in that special use permit amendment and rescission. The purpose of requesting reconsideration would be for the city to have an opportunity to address a jurisdictional issue we raise in the draft request that has to do with how the Sheriff's authority is balanced with the Board's authority in terms of the jail. He said it's a unique creature in terms of County property and that there are statutes where the Board manages property but the Sheriff takes possession of and keeps and transfers possession to successors of the jail and so we would request the city reconsider its jurisdiction in issuing the decision in light of the Sheriff possibly being a cosigner and applicant on the initial application for amendment. However, we would accompany this request with a tolling agreement and ask the city to consider executing that in lieu of rendering a decision because the County's purpose is not at this point to litigate with the city or force adversarial relationships upon them or ask them to solve complex issues relating to the Sheriff's authority and the Board's authority but instead put a hold on everything preserving the County's legal rights, preserving the Sheriff's legal rights while the County complies with their most recent January 3 decision which allows the County to appeal again for amendment to the special use permit after securing the structure through the construction of various improvements. The purpose of this request would be to toll out the time period in which the County or the Sheriff would be compelled to file a petition for judicial review past the time when we have an application and past the time when we would

expect the city to hear that application and render a decision. It's kind of a time out on the legal questions to allow us to comply with their request and our own good faith decisions about what needs to be done. Commissioner White made a motion to submit the request for reconsideration along with the tolling agreement to the City of Caldwell regarding the special use permit amendments regarding the meeting of January 3, 2017. 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 against the motion. The motion carried by a two-to-one split vote with Commissioner Rule casting the only dissenting vote. Mr. Laugheed recommended the letter and tolling agreement be signed by the Sheriff. Sheriff Donahue said he is willing to sign it and is in full agreement with the recommendation to send this request for reconsideration along with tolling agreement to the city for a number of reasons and one in no small part, to help alleviate any type of adversarial concerns the city may have. He'd like to move forward in a positive manner and he believes this is a good step to do so. The letter will be delivered to the city today. The Board returned to Executive Session as follows:

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

Commissioner White made a motion to go into Executive Session at 9:43 a.m. pursuant to Idaho Code, Section 74-206(1) (d), (f) and (i) to discuss records exempt from public disclosure and attorney-client communication, communicate with legal counsel regarding 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, Steve Rule and Pam White, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. The Executive Session concluded at 10:00 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 Commissioner's Office.

MEET WITH GREG HILL TO DISCUSS JAIL BOND ISSUES

The Board met today at 10:11 a.m. with Greg Hill from Boise State University to discuss jail bond issues. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Greg Hill from Boise State University, Chief Civil Deputy P.A. Sam Laugheed, Chief Deputy Sheriff Marv Dashiell, Clerk Chris Yamamoto, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. Mr. Hill is the Director of Idaho Policy Institute, which is a research center at Boise State

University. A year ago BSU reorganized some of its more applied academic departments into a school of public service and out of that school the new dean decided to take some of the work they used to do and look at ways to serve as a resource to state and local governments and non-profit organizations, and sometimes the private sector when it's appropriate, by leveraging the research skills that the faculty had some of the work we've worked on in the past. They work with public defense commission, survey research and then we've done some comparative policy analysis throughout on all sorts of different policy areas. They don't have a specific policy focus; they have a core set of researchers who have a broad set of research skills and they reach out to other faculty and leverage their substantive expertise in the area that allows them to work on a more broad range of policy areas. They started the institute in August of 2016 and the work they do is focused on neutral arbitration of ideas. Their focus is to provide alternatives to collect and analyze data and provide the decision-makers with those results so they can make the decisions. They have a lot of different ways to do survey research to try to get sense of what the citizenry would feel with respect to the jail bond and that spurred the conversation on what the institute could do to help the Board and serve as a resource. Commissioner Dale said the County has had a problem with the jail for the last 10-15 years. Three jail bond proposals have failed by various margins, and the City of Caldwell rejected an option to expand the current jail so we are still under the same inadequate jail that we've had since 1991. We cannot sit back and do nothing. We have a meeting on January 26 with Carter Goble Lee who will present a proposal for doing a jail needs analysis and create a strategic plan option. Given all the attention that's been garnered because of escapes and conflicts the awareness of the need has never been higher so we may be at a good time to come with a strategic plan and awareness of where we can go and provide some options. He is looking for input/data to help us move this forward. Clerk Yamamoto asked Mr. Hill what he will bring to the table as far as research, and he asked if he sees himself fitting in with a company like CGL. Mr. Hill said if they were to do a survey of Canyon County on their perceptions towards a jail bond, one of the advantages of collecting that sort of data is getting a better sense of where they're going to be in terms of the timing and how to market it, etc. They have done many different types of surveys: telephone surveys, and voice-over surveys with a digitized message. The analysis of the data can provide a set of policy alternatives or comparative or descriptive analysis of what's going on. With respect to working with another company it depends on how the Board wants to set up the arrangements. They could work with CGL and they would think of how to develop the scope of work. Their role can be to simply collect the public opinion data and analyze and provide it to the Board; they could work as a client of the Board and in conjunction with another client. They could create the questions, analyze, distribute, do the legwork and provide the report back to the Board. Their fee is relatively low because all they are doing is covering their costs and they have some support from the university. Commissioner Dale said these are the primary questions that need to be addressed: *What is the average voter's perception of the need for a new jail? What is the average voter's opinion on how that should be funded? What is the tolerance for paying off a bond as opposed to other options? If the County puts up 30% of the cost of the jail in cash, what is your tolerance for bonding for the rest of that?* Mr. Laugheed said the County has years of anecdotal evidence about why jail bonds haven't passed and if we have this kind of partnership with the university we would be able to get statistically significant reliable information that could be forecast out in the future about why didn't it pass once and what we could do differently in proposing the new ones to

maximize the likelihood of passage in a scientifically verifiable way. He also said he wants the contract to be with the Board of Commissioners, not Carter Goble Lee. Commissioner White asked if the survey will involve the voters or the general public. Mr. Hill said it depends on what the Board is interested in knowing. If it wants to know what the perception is of the likely voters, that's a different population group than the perception of the citizenry. How to do that is a function of what sort of phone banks they will buy to make that work. Commissioner White said oftentimes the citizens as a whole will come out on public safety and their perception of their safety and those needs. Mr. Hill said they could do a citizen survey to ask about the likelihood to vote; and then you can look at the data from those two different perspectives, although people are generally unreliable on that answer. Commissioner Dale said his opinion of the mechanized digitized polling is pretty low and if we're going to have a reliable survey it's going to require having grad students make the phone calls so you have a real person on the phone because people are more likely to respond to those kinds of calls rather than a digitized message. Clerk Yamamoto asked Mr. Hill to speak about his expertise and experience and how he would go about this and what matrix he foresees. Mr. Hill said the first thing to note is the difference between doing a public opinion poll on policy and the push poll for politics. One of the things that came out of the Presidential Election cycle when they saw that everybody missed so poorly is that it would deal a damaging blow to people's confidence in public opinion surveys. Those who got it right incorporated in their model historical trends and data and so on. He spoke about their services and how they collect the data and said they are very careful on how they word the questions. They are confident in their ability to provide statistically significant data but what they don't know is what the outcomes of those data are going to look like. They collect the data and analyze data and present it to the Board; they cross tab some of the data and leave it to the decision makers to decide. Mr. Laugheed said there are legal limitations on the County's ability to contract with people to advocate in favor of it but getting information that can be tailored by the Board to communicate is perfectly appropriate. Commissioner Dale said we cannot sit by and do nothing about the jail; we have to find a solution that is acceptable to the public and a poll of the public's opinion to find out what they are thinking would be really valuable in this effort. He's in favor of collecting the data we need for a needs analysis and creating a strategic plan so we can make sure we are crafting a plan that is acceptable and passable and that's where Mr. Hill can provide valuable assistance without becoming an advocate. Commissioner Dale asked Mr. Hill to draft a scope of work and what it might cost the County for these services. Mr. Laugheed said the Prosecutor's Office is in favor of collecting this kind of information for a reasonable fee because it's good to have one way or the other. He would like to see a copy of another agreement because the price level will matter in terms whether we have to do it through an additional procurement process, and, he envisions the agreement could follow under the personal independent contractor exception to the procurement statutes but he needs to look into it in more detail, along with the fee, to decide if we have to go through additional procurement. The meeting concluded at 10:42 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING A RESOLUTION TO ISSUE A REFUND TO ALAN MILLS FOR APPLICATION FEE FOR AN ADMINISTRATIVE LAND DIVISION

The Board met today at 10:48 a.m. to consider signing a resolution to issue a refund to Alan Mills for an application fee for an administrative land division. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, and Deputy Clerk Monica Reeves. Director Nilsson said Mr. Mills paid an application fee on behalf TMJF but they've decided to withdraw that application and they've applied for a preliminary plat so staff is requesting they receive a full refund in the amount of \$380. DSD has already taken in over \$1,000 for the plat and the work staff has done is rolling forward to the plat. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to approve the refund to Alan Mills. (See Resolution No. 17-006.) Director Nilsson said she will send the Board an email to get some COMPASS time to work on a project; no money is involved, they're just looking for time to work on a traffic impact to wineries and the permitting process. Commissioner Dale asked Director Nilsson if she wants to serve on the F.A.C.T.S. committee. Director Nilsson said she'll be happy to, but we have to make sure there is no liability with it. She spoke to Deputy P.A. Zach Wesley about it because they are a nonprofit corporation and there is an issue about whether her service will be on behalf of the County or whether it's in a personal capacity. The meeting concluded at 10:51 a.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING TO CONSIDER A REQUEST BY DAN RICHARDS FOR AN APPEAL OF A  
CONDITIONAL USE PERMIT, CASE NO. PH2016-37

The Board met today at 1:30 p.m. for a public hearing to consider a request by Dan Richards for an appeal of a Conditional Use Permit, Case No. PH2016-37. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Planner Jennifer Almeida, and Deputy Clerk Monica Reeves. The applicant sent a letter to DSD asking that the hearing be postponed to allow for more time to work with Southwest District Health and to prepare additional documentation. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to postpone the hearing to February 23, 2017 at 1:30 p.m. The meeting concluded at 1:32 p.m. An audio recording is on file in the Commissioners' Office.

MONTHLY MEETING WITH THE DIRECTORS OF SOLID WASTE, PARKS AND WEED  
CONTROL SUPERINTENDENT AND GOPHER DISTRICT DIRECTOR TO DISCUSS GENERAL  
ISSUES, SET POLICY AND GIVE DIRECTION AND TO CONSIDER SIGNING CHANGE ORDER  
#8 TO THE CONTRACT WITH TETRA TECH, INC., FOR ENGINEERING SERVICES AT THE  
PICKLES BUTTE SANITARY LANDFILL

The Board met today at 3:03 p.m. for a monthly meeting with the Directors of Solid Waste, Parks and the Weed Control Superintendent and Gopher District Director to discuss general issues, set policy and give direction and to consider signing Change Order #8 to the contract with Tetra Tech, Inc., for engineering services at the Pickles Butte Sanitary Landfill. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A.

Brad Goodsell (left at 3:09), Landfill Director David Loper, Weed Control Superintendent and Gopher District Director Jim Martell, Sr. Administrative Specialist Janet Avery, Parks Director Tom Bicak (arrived at 3:08), Outdoor Recreation Planner Nicki Schwend (arrived at 3:08) and Deputy Clerk Jenen Ross.

***CONSIDER SIGNING CHANGE ORDER #8 TO THE CONTRACT WITH TETRA TECH, INC., FOR ENGINEERING SERVICES AT THE PICKLES BUTTE SANITARY LANDFILL***

Brad Goodsell said this is change order no. 8 to an existing contract with Tetra Tech and that the contract is amended to add additional tasks. Director Loper explained that this change order is in regards to the cut and fill plan and landfill gas system design, the status report update recommended this be done to get the maximum amount of material in the landfill, this particular change order is a result of the increase in tonnage, they're up 13-14% and the landfill filled quicker than the original plan showed so some modifications were necessary along with some adjustment that were unknown during the original scope of work. Mr. Goodsell stated that the change order has been reviewed and there is no legal reason not to sign. Upon the motion by Commissioner White and second by Commissioner Rule, the Board voted unanimously to sign change order no. 8 to the contract with Tetra Tech, Inc. for engineering services at the Pickles Butte Sanitary Landfill (See agreement no. 17-003). Director Loper continued with his monthly meeting reporting on the following topics: He gave a review of waste amounts, October was up .33%, November was up 17.29% but down 7.45% in December as compared to a year ago, in total tonnage is up 3% for FY2017. The Monolithic cover design approval has been signed off on by Southwest District Health and DEQ, this will be the final cover for when they're ready to close and will be less cost than previous cover designs. Sometime in the near future he would like to work with the Board to evaluate the fee structure for specialty items; he has been working with the HR Director on some organizational structure changes and a resolution will be coming thru soon for those changes; currently the operations supervisor directly manages a lot of people and he is trying to break apart the structure by creating a lead mechanic position. The Household Hazardous Waste Collection event planning is in process, they are looking at possibly June 3<sup>rd</sup>, and are hoping to work with the Idaho Center as the location since it is reasonably centrally located and offers a large parking lot in order to keep a good flow to the traffic coming thru. They are going to be looking at some GPS equipment in order to complete the cut and fill plan as there needs to be certain grades, elevations and percent slopes, he will work with PA's office for that. He recently met with City of Nampa Public Works director and waste water treatment plant director to discuss bio solids waste, he would like to start accepting this waste in the spring and will seek Board approval for that prior to starting. They will be receiving class 'A' bio-solids waste which helps with vegetation growth. They will have to come up with an operation plan and fee structure for accepting this new waste as it will be higher than their regular gate fee. Director Loper anticipates increased revenue with receiving approximately 18-20 tons a day of the bio solid. Mr. Loper then gave a review of the monthly tonnage chart.

Jim Martell reported on the following topics: They are spending this week at the Idaho Association Weed Control conference and the Idaho Superintendents meeting is Friday in Boise, these conferences provide credits that keep licensing current.

Tom Bicak and Nicki Schwend reported on the following topics: reviewed the happenings at the Parks including snow fall, the Black Elk exhibit, Laura Barbour recently attended the Environmental Educators Roundtable in Boise, Lake Lowell field trips, Swan Falls Area Boating Access proposal, CWI Anthropology Department and Club is continuing to work on their multi-year Rock Art research project, the Annual luncheon was held on December 13<sup>th</sup> between the Historic Preservation Commission, Idaho Oregon Snake River Water Trail and SWID RC&D, the dredging of Wilson Springs and an update on the fishing docks at Lake Lowell and the request from the Deer Flat National Wildlife Refuge to leave some of the docks out longer, Mr. Bicak explained that the removal of the docks is quite a process and it would not be cost effective to leave just one dock out, his compromise is to leave all the docks out for an extra month (thru October) and then start the process of putting the docks away for winter, the Board is okay with this compromise and for him to offer this solution to the DFNWR (a copy of this presentation is on file with this day's minute entry). The meeting concluded at 4:02 p.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING A RESOLUTION RATIFYING FAIR BOARD CONTRACTS FOR THE NEW YEAR'S EVE BULLS AND BRONCS BASH AND MEETING WITH THE FAIR BOARD TO DISCUSS FUTURE PLANS OF THE CANYON COUNTY FAIR

The Board met today at 4:07 p.m. to consider signing a resolution ratifying fair board contracts for the New Year's Eve Bulls and Broncs Bash and for a meeting with the fair board to discuss future plans of the Canyon County fair. Present were: Commissioners Tom Dale and Pam White, Fair Director Rosalie Cope, Deputy P.A. Zach Wesley (left at 4:11), Fair Board Chairman Josh Sanders, Fair Board Director Laren Bailey, Fair Board Vice-chairman Tim Lowber, Olivia Weitz from the Idaho Press-Tribune, Fair Board Director Curt Krantz (arrived at 4:11) and Deputy Clerk Jenen Ross. Mr. Wesley explained that the Bulls and Broncs event was held on December 31, 2016 but due to the lack of quorum in the days prior to the event there were 5 contracts that were not able to be signed, the resolution today will ratify those contracts. Upon the motion of Commissioner White and second by Commissioner Dale the Board voted unanimously to sign the resolution to ratify the contracts for the New Year's Eve Bulls and Broncs Bash (See Resolution No. 17-008). In regards to the future plans of the Canyon County fair Commissioner Dale would like to dig a little deeper with the City of Caldwell to see what opportunities are available for the fair to remain in its current location because he doesn't feel the money is available to build a brand new facility from the ground up and that the conflicts with the city, the college and the Caldwell Night Rodeo can be worked out. He suggested that maybe the community needs to be asked their opinion of what the fair should be, his opinion is that the primary focus should be livestock, Ms. Cope stated that this is the either the largest or second largest livestock show in the state for 4-H and FFA, Commissioner Dale feels it's important to serve those youth. Laren Bailey says it's not so much conflict but just several entities all with different goals. The biggest issue is the sharing of space. Josh Sanders stated that the original purpose of wanting to move the fair

is that they've outgrown their footprint, they've reconfigured and adjusted but they are starting to lose some of the events that have been at the fair due to these adjustments and the size constraints. They met with the athletic director, Reagan Rossi, and the scheduler at the college a couple months ago, they talked thru the events that go on during the fair time and are trying to work around those things but there are still some logistical issues that occur that just aren't solved with scheduling. Currently the college is working on fundraising to put in a track, there is a five year lease set up so the carnival should still be able to operate. Additional plans for the college include a locker room facility and an indoor practice field which could produce more events for the college and more scheduling conflicts for the fair thus limiting revenues that reduce the overall tax burden. Tim Lowber spoke about how they were once told that they'd be allowed to use Simplot Stadium after there was turf put in but there is actually a chain-link fence around it and it's not available for fair use. The carnival has been moved into the rodeo arena but that took over 2-3 other events that used to be able to take place there. The fair board feels they are in a pattern of diminishing return as they keep losing space and there is less that can be done. As an industry standard Ada County kids are invited to show at the Canyon County fair offering a reciprocal deal so that Canyon County kids are able to show at the Western Idaho Fair but that may need to be evaluated this year as space is so limited. Laren Baily said they've done a lot of research on fairs in Idaho with similar type facilities, comparable in size and their attendance is much greater than Canyon County. The Fair Board believes it's directly related to the size of the facility, amount of parking and the amount of exhibitors that can be shown. Josh Sanders stated that in urban areas they see a lot of growth of the 4-H program and that the Ag programs in the Treasure Valley keep growing. In order to be in the FFA program kids need to have a project and often times those projects end up being livestock projects as there is revenue they can earn towards their college savings and there are scholarships that can be earned thru showing. With the space constraints it's going to start limiting the number of kids, as an example the hog facility is maxed out and they are rooming families together in pens, putting more animals into a smaller space trying to combine as many animals in one pen as possible. Ms. Cope said that last year they had 50 additional pigs and Mr. Sanders pointed out that last year they cancelled the breeding programs. They also eliminated the tack pens so kids are having to walk farther for their supplies. Commissioner White asked what the alternative plan is or what it's going to take to get the fair to stay. Laren Bailey informed the Board that he feels it's up to them to tell the Fair Board what to do as they've tried everything else and feel very frustrated because they've tried to do what they can with very little. Commissioner White asked about the possibility of extending the fair past the 3-4 days. Mr. Bailey said they've looked at that option but the costs just go up because you add things like security, parking, emergency medical services and policing but still don't have any more room. Commissioner White then asked if it would be possible to spread the fair out to multiple venues but the Fair Board feels that would split up families if you have multiple kids showing at different locations, several families take vacation time to be at the fair with their kids so that could put an additional burden on them. Josh Sanders stated they used to have several show rings but it's now limited down to sheep, swine and goat in one of the smaller show rings. Commissioner White said she's heard that if you cover the football field it can be used. Mr. Bailey said that's what they've been told but the problem is the estimates on the covers are between \$100K and \$300K depending on the type of cover and there is no funding to do that. Ms. Cope pointed out that there is also the issue of storage, the cover would need to be

stored somewhere undercover. She said the fair board has never seen the lease agreement with the College and they have a soccer tournament and the football team is practicing during the fair, even if the cover was purchased she is still not sure they'd have access as the field may be in use. Curt Krantz asked Commissioner Dale if he just wants the fair kept in Caldwell or specifically the location it's currently at. Commissioner Dale said we need to look at what's happening with the taxpayer dollars and evaluate how we want to define the fair, do we want to encourage Ada County to come over or do we want to do what most counties do and say this is a Canyon County Fair and we will first of all service our Canyon County 4-H and FFA then if there is room past that we'd welcome Ada County but thinks we need to focus on the Canyon County taxpayer residents first. We need to ask what we can do with the money we have. The first choice is to keep the fair in Caldwell, it's the least disruptive and most cost effective place to do it, if we can't do it there, then we need to find something that we can afford and that is conveniently located and go on to the second option. Commissioner Dale said he's had conversations with Mayor Nancolas and the College of Idaho and they're very willing to sit down and put everything on paper and look at it all again to see where we're at. Realistically we don't have the finances to go anywhere else and he won't commit to changes in fair location until he's able to see all the options; he questions whether Canyon County can support two full service venues (Idaho Center and a fair facility) and that is part of the fundamental issue he has with going out and building a whole new year round facility for the fair. Director Cope said she would like direction from the Board as to what their vision for the fair is and what expectations they have. She stated they've been growing... growing sponsorships, growing concerts, growing entertainment and at some point they've burst at the seams and there needs to be a long-term plan for what we realistically want it to look like. Commissioner White said she would like to keep it in a location that generations have been coming to, traditions are important, but keep the fair moving in a progressive forward motion, economically its sustainable and keeps moving that way and thinks the location it's in right now fulfills that. Curt Krantz said there are a lot of things to talk about and the Fair Board would like to have a more intensive day to go thru the facility, discuss safety issues such as the railroad/train, electrical concerns, gates and security that impact the facility as well as provide paperwork and research to show the financials and tax burden of a new facility to the Board. The Fair Board feels that if the fair continues where it's at that there will be an increased budget to keep operating the facility with the upgrades that need to be done and looking at that value of where it's at now vs. the revenue that can be brought in based on bringing some national shows that maybe don't fit into the Idaho Center category where this a little different venue that attracts a different clientele and kind of covers some different aspects and would like to bring that information to the Board so they have a chance to see those details. Commissioner White said she needs more information and will start keeping some notes, she would like a tour once the weather is nicer. Tim Lowber said his only focus is the kids, not the year round stuff, and their growth. He stated that the Board relies on the Fair Board as an advisory committee and every time the Fair Board advises over the past 30 years they've been shot down and he feels that a majority is being shot down by the minority which is not really what the country is built on. He said the one thing that can't be produced is parking and that's a reason people don't come to this fair. He's all for tradition, but sometimes you have to change to make it better for future generations and that's where we're at. He feels the politics are holding them back, he's seen it all and tried to see a way to make it work at the current location and if it's left where it is it's going to digress, it's going

to lose participation, lose revenue, it'll be like it was 100 years ago, a family get together. He stated that Canyon County is the premier county in the state of Idaho for Ag education and agriculture in general and it's not being showcased. The meeting concluded at 4:56 p.m. An audio recording is on file in the Commissioners' Office.

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

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

APPROVED CLAIMS ORDER NO. 1708

The Board of Commissioners approved payment of County claims in the amount of \$1,521,254.38 for a County payroll.

APPROVED CLAIMS ORDER NO. 1-25-17

The Board of Commissioners approved payment of County claims in the amount of \$335,614.77, \$24,273.17, \$111,809.88 for accounts payable.

INDIGENT DECISIONS

The Board met today at 8:32 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Indigent Services Director Yvonne Baker, and Deputy Clerk Monica Reeves. Director Baker said Case No. 2017-342 meets the criteria, but there is a pending resource of social security disability so she is requesting the case be placed in suspension awaiting the final decision of that resource. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to place Case No. 2017-342 in suspension awaiting final outcome. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to issue initial denials on the following cases: Case Nos. 2017-317, 2017-318, 2017-319, 2017-320, 2017-332, 2017-334, 2017-340, 2017-341, 2017-343, 2017-359, 2017-427, and 2017-436. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to uphold the original denial for Case No. 2016-1606. The meeting concluded at 8:36 a.m. An audio recording is on file in the Commissioners' Office.

### MEETING WITH ADVOCATES AGAINST FAMILY VIOLENCE TO DISCUSS BUILDING REPAIRS

The Board met today at 9:30 a.m. with Kim Deugan from Advocates Against Family Violence (AAFV) to discuss building repairs. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Facilities Director Paul Navarro, Kim Deugan Executive Director of Advocates Against Family Violence, Nichole Schwend, Kathy Kershner and Tom Bicak from the Canyon County Parks Department, and Deputy Clerk Monica Reeves. Kim Deugan requested the meeting to discuss the potential for historic preservation funding for building repairs that need to be made to the AAFV shelter, which is located at 16<sup>th</sup> and Elgin in Caldwell. The facility is the former Odd Fellows historical home and is 120 years old. She recently spoke to the Idaho Historical Society and now that she has been made aware of the historical preservation funds she is looking at what can be done to not only make the needed repairs but take steps to preserve the history of the building. Tom Bicak said the County has been the recipient of an Idaho Heritage grant several times and he can assist her in applying for a grant. He said the County's Historic Preservation Commission (HPC) has an architect and historians that are professional and certified by the State of Idaho and the National Parks Service so that they can get the most awardable grant application. If there is a sister grant that's available the HPC would be happy to make application for that too. Another source would be the County levy fund that generates \$90,000 a year, and because the building is on the national register of historic places Ms. Deugan is qualified to apply. Commissioner Dale said Ms. Deugan needs an architect and a consultant to put together a preservation plan for the building and to phase the program and take advantage of grants that way. Ms. Deugan will make some calls and see if she can apply for a planning grant. Mr. Bicak said not only is the building historic, but it's providing important social services which will make it attractive to a lot of granting agencies. He invited her to the HPC meeting on second Tuesday of the month at 6:30 p.m. at the Lake Lowell Office. Ms. Deugan said she hasn't attempted any repairs or renovations because she thinks there may be asbestos and lead-based paint issues. Paul Navarro said if she is going to restore a portion of the building the permit will require her to address it because abatement cannot be circumvented. The meeting concluded at 9:51 a.m. An audio recording is on file in the Commissioners' Office.

### PUBLIC HEARING – REQUEST BY MARK AND DENISE CAMPBELL FOR A COMPREHENSIVE PLAN AMENDMENT, REZONE AND DEVELOPMENT AGREEMENT

The Board met today at 10:02 a.m. for a public hearing in the matter of a request by Mark and Denise Campbell for a Comprehensive Plan Amendment, Rezone, and Development Agreement, Case No. PH2016-47. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, DSD Planner Jennifer Almeida, Denise Campbell, and Deputy Clerk Monica Reeves. Jennifer Almeida gave the oral staff report. The P&Z Commission recommended denial of the comprehensive plan map amendment and rezone on October 6, 2016, and on November 3, 2016 the Commission recommended approval of the development agreement which would restrict the development of the property into three parcels. Staff is recommending denial of the comprehensive plan map amendment, rezone,

and development agreement. Director Nilsson said they tried to work with the applicant to preserve some agriculture on the property. What they could get through the development agreement was just the number of parcels but if they divide the property as they wanted all of the parcels would be less than five acres and it would be difficult to maintain even an agricultural exemption. She said they tried to get some clustering to preserve a larger component of agricultural land because so much is prime soil. Commissioner Rule said he appreciates that philosophy on a 40-acre or 80-acre parcel, but he's hesitant to do that when a parcel is contiguous to 13 pieces that are less than 5 acres. Generally if there's opposition the neighbors will appear, but in this case only the applicant is present. Ms. Almeida said at the October 6 hearing the P&Z Commission recommended denial of the comprehensive plan map amendment and the rezone; however, during their discussion they talked about a development agreement and if the applicant agreed they may recommend approval. She said they left the ball in the applicants' court on whether they wanted to do a development agreement; in discussions with the applicants they also requested to include a development agreement and ask for the Board's consideration of all three of those elements. Ms. Almeida said they couldn't bring it to the Board without a recommendation from the P&Z Commission so that's why they had the two hearing dates. Commissioner Dale said it's confusing that they recommended denial of the comprehensive plan map amendment and rezone but recommended approval of development agreement. Commissioner White said it appears that has already been set and it's contiguous. Director Nilsson said the P&Z Commission felt the development agreement would somehow mitigate the impact of agriculture and it was intended to hold them to three versus the whole property being developed. Commissioner Dale said you cannot develop this ground with two more buildings without a comprehensive plan map change and rezone so it seems like a conflict to say we don't want those but if you put a development agreement you can do it. Commissioner Rule agrees that it doesn't make sense. Denise Campbell testified that at the first hearing the P&Z Commission was torn and they had a tie the first time they voted. The property is on the border between Ada County and Canyon County; the Ada County side is entirely rural residential, while in Canyon County it's agricultural. In order to move forward and appease the P&Z Commission and because they do not intend to build six homes they went with a development agreement so they could get it done. Ms. Campbell said as far as clustering the homes together the neighbors don't want to see that because they like the rural character. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to close public testimony. Commissioner Rule made a motion to approve the comprehensive plan map amendment for Case No. PH2016-47. The motion was seconded by Commissioner White and carried unanimously. Ms. Almeida said staff recommended denial on this application so the Board needs to supply staff with answers to the criteria or direct them on what needs to change within the document to match the decision of approval. Commissioner Rule said the approval is because of the nature of the development in that area; it's contiguous and it would be a natural transition from dense residential to transitional type residential. Commissioner Dale said sometimes development agreements can mitigate concerns and he'd like one to limit the construction to three homes but if that's not the desire of the Board he's okay with that. Commissioner White is not comfortable requiring a development agreement; her decision is based on the applicant's testimony under oath, and because they felt pressured to have an agreement. Commissioner Dale said the only reason he would support an agreement is because when the property is sold we need an agreement tied to

the rezone that limits the number of homes. A roll call vote was taken on the motion to approve with Commissioners Rule, White and Dale voting in favor. The motion carried unanimously. Commissioner Rule made a motion to approve the rezone, with a development agreement, for Case No. PH2016-48, based on future growth and development and because of the precedence being set around two acres. He believes the request fits with the area. The motion was seconded by Commissioner White. Commissioner Dale appreciates that viewpoint but he wants to respect the P&Z Commission's recommendations and he wants to see it happen but he prefers to see a development agreement tied to the approval. A roll call vote was taken on the motion to approve the rezone with Commissioners Rule and White voting in favor and Commissioner Dale voting against the motion because he wants to see a development agreement attached to the approval. The motion carried by a two-to-one split vote with Commissioner Dale casting the only dissenting vote. Director Nilsson said staff will bring back the revised Findings as well as the resolution and ordinance on January 23 at 9:30 a.m. The hearing concluded at 10:32 a.m. An audio recording is on file in the Commissioners' Office.

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

**PRESENT: Commissioner Tom Dale, Chairman  
Commissioner Pam White  
Commissioner Steve Rule  
Deputy Clerk Monica Reeves**

**APPROVED PURCHASE ORDERS**

The Board approved the following purchase order(s):

- Dell in the amount of \$46,432.62 for the Information Technology Department
- ConvergeOne in the amount of \$56,050.00 for the Information Technology Department

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

The Board met today at 8:33 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, Assistant IT Director Eric Jensen, and Deputy Clerk Monica Reeves. Commissioner Steve Rule arrived at 8:54 a.m. Paul Navarro reported on his crew's work with snow removal. Due to the heavy accumulation of snow there will be roof issues on some structures; the DMV and jail have leaks, but the administration building, courthouse and juvenile justice center are in good condition. The Pod 5 structure is a problem due to snow sluffing off the roof. Crews have been working overtime to get snow and ice away from storm gutters so water can flow. Ice melt is hard to come by so they have

rented two skid steers to help with snow removal. The animal shelter and fair ground properties have been annexed into the facilities maintenance budget due to the need for snow removal at both sites. Mr. Navarro met with Sam Laugheed regarding an open RFQ for a list of qualified-based architects and engineering firms to help with small projects under \$100,000. The state division of public works shared their list of public works architects and engineers for small projects so Mr. Navarro will invite them to participate in the RFQ process. He met with performance engineers on Tuesday about the lid in the jail kitchen and he will meet with city officials today. He and the architect will pitch the idea before they spend money on drafting and designing. The lid is the first priority, and the outdoor recreation yard lid and fence will wait until the spring. He reported on a product he will purchase for the hardening of the inside of the walls in Pod 5; it's a sandwich of steel on one side and steel on the other side and a rigid plastic in the center. The cost is \$38,000 for materials and the labor will be done in-house. He needs to make sure the city approves of it and then he will work with legal to go through sole source process because it's over the threshold of \$25,000. Commissioner Dale said this is priority number one and we need to address it because he does not want to spend \$1 million a year for out-of-county housing. Mr. Navarro said with the fencing bids and the lid we'll be at \$150,000 when all said and done. Commissioner White said this is great news and it maintains the integrity and credibility with the City of Caldwell. Mr. Navarro reported that next week a crew will replace the heat pump in the Board's breakroom as well as replace the ceiling tiles and remove the pendant light; the items will be replaced with materials that are left over from the courthouse remodel so there will be no cost. Also, the crews will add ceiling tiles, an exhaust fan and add drop-ins for heating and cooling in the restrooms in the Board's office area. He received an invoice from the interim director at the West Valley Humane Society for some forensic harvesting of computers and she's asked him to pay from the maintenance fund. Commissioner Dale said the Board was told the cost would be around \$5,000, but after they worked through some issues the amount was reduced to \$2,500. Greg Rast said out of that fund IT services are being paid, and, legal has given IT the greenlight to service the animal shelter. Director Rast submitted two purchase orders for the Aumentum environment, which is the tax software used by the Assessor, Clerk and Treasurer. The total cost for a solution is \$102,000 for a long-term return on investment. He has met with the three elected officials and they support this purchase. Commissioner Dale will follow-up with the Controller to make we have the funding to approve the purchase orders in this current budget. Director Rast reported on the recording system in the Board's meeting room and how they are looking for a solution to address the light that comes directly off the recording system. A contractor was scheduled to install a light for the system, but his car broke down in Twin Falls and the weather has delayed him in coming back. Director Rast met with the Clerk, Controller, PA, and the Landfill Director regarding the desire to extend the County network to the landfill, the parks office, the museum at Celebration Park and the fair grounds. The project will be done in phases and there will be two purchase orders with one being paid from the enterprise fund. The IT Department will start a Windows 10 project for the County; the implementation will happen between June and September and they will make sure they have a game plan because it's a big change for the County. Director Rast reported on an issue with the audio system for the courts. He met with Clerk Yamamoto yesterday and he's been in contact with the Trial Court Administrator and Supreme Court because the audio system is not working at all. Problems include: faint on one side and loud on another, static, feedback, popping, and scratching, and

it's so bad the judges are refusing to use the audio for interpreters and they have required the Clerk's Office to bring interpreters onsite to do the interpretive services, versus over the telephone. There's a huge cost to fly them in from Seattle and because the interpretive services is now 100% under the Clerk - where it used to be shared between the State and the County - we are now incurring all the costs. Commissioners Rule and Dale questioned the move to bring interpreter services under the Clerk without any discussion with the Board. Director Rast said the contractor who installed the audio system is getting nothing but complaints from the TCA, Judge Ford and the Clerk so now it's becoming an IT issue. Director Navarro said the Supreme Court approved the contractor that we were required to use. Director Rast said this has been going on a year post-remodel and with all the problems he's called out a personal favor of the CIO of the Supreme Court who will be onsite Tuesday. The responsibility of the audio system is the Supreme Court's. The County is working the telephone side of things and the courts are working on the audio side of things and once he knows both of those things are solid they will integrate the two which means the telephone will go over the overhead audio system. Things are so bad they've had to conduct business in court on personal cell phones. He will reach out to Director Navarro if we need infrastructure work, but he's trying to limit the pool and the hands that are involved in this project. Commissioner Rule asked if we have incurred extra charges because of the Supreme Court's contract. Director Rast said interpreters have been sent back home because the system wasn't working. Commissioners Rule and Dale said we should charge the Supreme Court for those costs the County has incurred. Director Rast said on Tuesday they will lead the charge to get this thing done but he can only go so far since the Supreme Court owns all the equipment and provides the support. Director Navarro said the TCA wanted to hire a contractor from Fruitland or Payette for \$70,000 to \$80,000 but he objected to that that because 1) we need to get the Supreme Court involved, 2) we need to make the contractor who installed it accountable, and 3) we should not hire a third party before we identify what is wrong. Director Rast said there is a communication barrier amongst State staff. He will work with the CIO on a solution, but the cost to fix this should be put on the courts. Director Navarro said the infrastructure is there - the conduit, the wiring, and the hardware - it just needs adjustment and repair. Director Rast said the Supreme Court CIO told him this is not a resource or money issue, it's a focus issue and he will focus his staff on it. The meeting concluded at 9:08 a.m. An audio recording is on file in the Commissioners' Office.

#### MEETING TO DISCUSS CONTRACT WITH ELJAY WAITE

The Board met today at 9:09 a.m. to discuss the contract with ElJay Waite. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, ElJay Waite, and Deputy Clerk Monica Reeves. Controller Zach Wagoner arrived at 9:15 a.m. Mr. Waite presented the Board with the following handouts: Facility Construction Revenue Sources; September 30, 2016 Balance Sheet Governmental Funds; September 30, 2015 Balance Sheet Governmental Funds; September 30, 2016 Statement of Net Position Proprietary Funds; and Tax Year 2016 – CUR Increment Revenue Forecast. He reviewed the budget information, noting fund balances, and potential revenue sources for facilities. The growth in the sales tax that's occurred since the recession has come back higher; there has been a \$4 million increase in the sales tax revenues to the County and so that money was

moved as revenue to the general fund in the 2017 budget. Fund balance has gone up for capital outlay and unassigned has gone down a little. If the Sheriff were to help with the jail construction there is potentially \$3 million that could be allocated and wouldn't hurt the fund balance for the operating accounts.

**Suggestion that the Board look into allowing Republic Services to operate the landfill:**

Mr. Waite has had two meetings with Dave Fisher, the general manager of Republic Services regarding their desire to operate the landfill. Commissioner Rule said they made a pitch a few years ago to enter into a lease arrangement but the County wasn't interested in a lease, instead, we wanted a value and a sales number but they didn't provide that information so the issue faded away. Mr. Waite said if Republic Services operated the landfill they would build it up so all the regulatory and environmental concerns are addressed and it would relieve the Board of having to use one landfill. If the Board wants to look into that he thinks they will make sure the landfill stays economically feasible and low cost to the County. Even if there wasn't any money out there to use on a project Mr. Waite said he'd still look at that as how's the best way to operate the landfill. There's about \$15.6 million in cash and potentially a contract payment of \$10 million which could also include a royalty of \$1 million a year. If the funds were available and the reserves for final reclamation were accounted for in the agreement some of the \$15 million could be used for building facilities for the County.

Commissioner White asked if the funds are restricted only to landfill. Mr. Wagoner said yes, that money has been built up over years and years based on fees charged by the landfill and it has to be used for landfill purposes. The landfill budget spends between \$4 million and \$5 million a year and additionally, there is a liability for closure and post-closure care. At some point the landfill will be closed and there is cost to close it and then it needs to be maintained 30 years after it is closed.

**Review of urban renewal funding:**

There has been an awareness on the focus of the funding for the jail and the need to have funding for the Commissioners to do facilities throughout the County. The Urban Renewal Agency (URA) is another funding source; there will be excess funds after the bonds are paid for the administration building. The County accepted urban renewal's proposal to build the administration building and the URA bonded for it and will use some of that \$1.6 million every year to pay off the bond. (A total of \$1.195 million every year, and that leaves \$417,000 a year if there are no increases in the assessed value and no increases to the levy rates.) When it sunsets in 2022 there will be \$2.7 million that has not been used to pay for the building that has to be used for a project the County submits to the urban renewal board and is paid for by the URA. Whether it's a facility in the jail, or a facility somewhere else, or another parking lot, we will have a little over \$400,000 available every year that can be used for projects. Commissioner Rule asked how the County goes about capturing the \$400,000 a year so that it's identified and saved and not used for snow removal, for instance, or some other project. Mr. Waite said the County would suggest a project and urban renewal would contract with the contractor and pay the bills. If the County wants to do a project we'd have \$400,000 to do something every year, or, we can wait and urban renewal will hold it at \$2.7 million at the end. Commissioner Rule asked if the funds could be used to purchase Paul's

Market for expansion or warehouse needs. Mr. Waite said in 2017 there will be \$13,844,114 available to do a project, and if you add \$4 million for the budgeted sales tax and another \$400,000 for urban renewal, and if we did something with the landfill we could add another \$25 million into that and potentially have almost \$44 million to put against a facility. Commissioner Rule said the money is available and unless it is identified as going into a capital construction line for a specified project it has a way of not happening. In looking at the urban renewal document, Zach Wagoner said the \$1.6 million in property tax is what the County collects and remits to the Caldwell URA. He asked if the excess amounts of \$208,000 and \$417,000 are going to come to the County via cash on an annual basis or do they stay with urban renewal. Mr. Waite said the amendment states if the County asks for it they will send it, but what will probably happen is the Assessor would consider that a payment of future property tax so he would reduce the next year's property tax by that amount. If the County recommends a project and the URA approves it then it stays in urban renewal, it never goes to the County; URA just pays the bills. That way it never comes back to the County and it's an urban renewal project. It is not on the County's books as a debt. He said they can if the County wanted, but it would probably be taken off of what we could collect the next year so it would have zero impact to the County. If we let urban renewal do it it will be \$2.7 million worth of facilities that the County can have built while urban renewal is in existence. Commissioner Dale asked if the excess increment of \$417,000 can be used for leaking roof problems, for instance. Mr. Waite said they will ask their attorney if the requested project qualifies as an urban renewal project and if they do there's no reason for the urban renewal board to deny the request. Commissioner Dale asked if the funds could be used to harden the walls of Pod 5 and perform other work in order to comply with city requirements for the facility that are estimated to cost around \$150,000. Mr. Waite said the project should be larger than \$150,000, otherwise it looks like we're just performing repairs. Commissioner White said having spent nine years on the Urban Renewal Commission for the City of Nampa she is really gun shy over the court of public opinion with the use of urban renewal funds. This is good information, but she is very cautious about it. Commissioner Dale said the Board would have the opportunity to make the decision to expend these funds or utilize them to reduce what we need for our property tax for the coming year. We could potentially next year say we need "X" amount of property tax dollars to meet our needs because we have this excess in the urban renewal. Mr. Wagoner said if we are going to receive a cash payment of \$800,000 next fiscal year from the Caldwell URA then that could impact what we decide to levy in property tax. Commissioner Dale said that's a viable option as well as expending the funds for a project if we have something that is a dire need, for example, if we identify in a strategic plan that the purchase of Paul's Market to be used to house the public defender's office and for storage needs would be a benefit because it would eliminate the need to rent storage space. That project would likely be in excess of \$1 million. Commissioner Rule asked for an explanation on how the County became involved with urban renewal. Mr. Waite said it goes back to the original formation of urban renewal when in 1998 Caldwell went to Canyon County and the County decided it would make an urban renewal agency that mirrored the city's area plus the part that wasn't in the city. We were going to go 13-14 years and be done, but bonds were issued later which extended the life. The bonds for the administration building are going to pay off over time and they will use the bulk of the money; it's already been spent, there's just \$400,000 left a year now so with that in mind they looked at the amendment and decided that the URA would do projects for the taxing

districts based on recommendations for the taxing districts. Mr. Waite said there will always be public outcry no matter what we do because that's just what urban renewal causes; it is totally misunderstood out there. He said the changes in Canyon County are an incredible value to the taxpayers based on Nampa's urban renewal and Caldwell's urban renewal. He said Canyon County does not have the authority to have an increment area, a revenue allocation area, but it does have an urban renewal area that's a little bigger than Caldwell's and that's why the value in the County's urban renewal area is bigger than the city's by \$3-\$4 million. The county does not have revenue generating authority the city has but it has been supportive of this from the very beginning. Commissioner Rule said it wasn't like the County created its own, it was in conjunction with this one and the Commissioners were enticed by the downstream revenue that we're able to recognize today. In conclusion, Mr. Waite said he's enjoyed being the Board's financial consultant and if there are things it wants him to do in the future he would be willing to assist. He will retire from the City of Caldwell in 14 months and he will be doing projects like this along the way. The meeting concluded at 10:07 a.m. An audio recording is on file in the Commissioners' Office.

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

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

**APPROVED CLAIMS ORDER NO. 1-25-17**

The Board of Commissioners approved payment of County claims in the amount of \$104,606.69 for accounts payable.

**CONSIDER SIGNING WATERWAYS IMPROVEMENT GRANT**

The Board met today at 9:00 a.m. to consider signing the waterways improvement grant Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. David Eames, Lt. Ben Keyes, and Deputy Clerk Monica Reeves. David Eames said he and Lt. Ben Keyes have been working on the grant application for the past month. As part of the process a meeting was held so that the public could offer comment. Lt. Keyes is applying for a grant in the amount of \$62,750 to be used for the purchase of a new patrol boat; he will trade a 1992 Custom Weld boat and a 2005 Custom Weld boat and the proceeds of the trade-in, which total \$30,000, will be applied towards the grant amount. The grant will be awarded by the end of June or the first of July. Mr. Eames said if we are awarded the grant there will be further process to make sure the trade is done transparently and properly. Commissioner Dale asked if we have to advertise the trade-in boats as surplus

property. Mr. Laugheed said it depends on where we trade them. In the past we've traded equipment with the same dealer we are purchasing from and we've treated it as part of the cash exchange but if that is not the case here then Mr. Eames and Lt. Keyes will have to go through additional processes to set up an auction. One way or the other the action will be recorded in the Board's minutes. Commissioner Dale asked if we would be able to sell the boats to someone if they were offering more than we are getting through a trade. Lt. Keyes said this is uncharted waters for him because in the past we have provided a cash match rather than a trade. Commissioner White wants to make sure the trade-in of two boats will not leave the department short on equipment, Lt. Keyes said it will not. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the waterways improvement grant, a copy of which is on file in this day's minute entry. The meeting concluded at 9:08 a.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE

The Board met today at 9:09 a.m. for a legal staff update. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. David Eames, and Deputy Clerk Monica Reeves. Sam Laugheed said yesterday the Board met with ElJay Waite who rendered his report on the finance issues that he'd been retained to review and he concluded that the portion of his project was done but he would remain on call if the Board needed him in the future. The contract requires written notice to formally terminate so the safest thing to do from a legal perspective would be to formally terminate the contract, but not in any sort of upset way. If a need arose in the future the Board could again contract with Mr. Waite on an independent basis. It was decided that the Board will send a letter to Mr. Waite terminating the contract but recognizing his desire to serve on a consultant basis if necessary. Commissioner Dale said he's had conversations with him and he understands for this portion of the work he is finished. David Eames advised Commissioner White that he has prepared a letter informing the Region 3 Mental Health Board that she will be attending the meetings and he has let the board chairman know and he is excited to work with her. The meeting concluded at 9:14 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.

**TENTH DAY OF THE JANUARY TERM, A.D., 2017  
CALDWELL, IDAHO JANUARY 23, 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):

- BOE in the amount of \$7,963.00 for the Information Technology Department

#### APPROVED SALARY RATE REQUESTS

The Board approved a salary rate request for Steven Hatch, Sydney Elliott, Nathaniel Ashby, Mary Gigray and Mike Richards.

#### COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:31 a.m. for an office staff meeting. Present were: Commissioners Tom Dale, Steve Rule and Pam White, PIO Joe Decker, Deputy Clerks Jenen Ross and Monica Reeves. The Board reviewed the calendar with staff; discussion included this week's appointments and scheduling issues. Joe Decker reported on the following communication items: he worked with Lt. Schorzman from the Sheriff's Office to distribute sandbags to the public last Friday, Saturday, and Sunday; he will film a PREA training video for the Sheriff's Office; the Woods felony trial starts today. No Board action was required or taken at today's staff meeting. The meeting concluded at 8:45 a.m. An audio recording is on file in the Commissioners' Office.

#### CONSIDER SIGNING JANUARY 23, 2017 AGENDA ITEMS, AND LEGAL STAFF UPDATE

The Board met today at 9:03 a.m. to consider signing the January 23, 2017 agenda items. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. The items were considered as follows:

***Resolution to appoint Jean Udesen to the Canyon County Board of Community Guardians:***  
The request for appointment was submitted by Clair Roper, the Chairman of the Board of Community Guardians, and a background check was conducted on Ms. Udesen. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to appoint Jean Udesen to the Canyon County Board of Community Guardians. (See Resolution No. 17-010.)

***Resolutions appointing Board members to the Idaho Association of Counties and Valley Regional Transit:*** Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to appoint Tom Dale as the Canyon County Representative on the Idaho Association of Counties Board, and to appoint Tom Dale and Pam White to serve as primary representatives and Tricia Nilsson to serve as the alternate representative on the Valley Regional Transit Board. (See Resolution Nos. 17-011 and 17-012.)

***Consider signing legal notice of entering into personal services contract with Kenneth Stringfield:*** Mr. Stringfield has a contract with the County to provide consultation service to the inmates in the jail. It's an outgrowth of the ACLU litigation and is for the purpose of providing access to courts. We don't have a law library, but we provide a law librarian essentially and some court documents that Mr. Stringfield helps inmates fill out in order to initiate claims. The contract has already been approved; this just gives notice to the public. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the legal notice of entering into a personal services contract with Mr. Stringfield.

***Legal Staff Update:*** Mr. Goodsell informed the Board about an offer Ivan Salazar made on a tax deed parcel in the amount \$6,374. It was offered for sale in November but was not sold; the taxes owing are \$7,882.23. There is also a special assessment from the City of Wilder in the amount of \$6,872.37. Mr. Goodsell will inform Mr. Salazar of the special assessment that's owed. He asked for direction on whether the Board wants to accept the offer or make a counter offer. Commissioner Rule wants to know what the penalties and interest are before he acts on it, although he did say he would support an offer that covers the taxes owed. Mr. Goodsell will come back with that information tomorrow. The Board went into Executive Session as follows:

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

Commissioner White made a motion to go into Executive Session at 9:18 a.m. pursuant to Idaho Code, Section 74-206(1) (b) and (d) to discuss a personnel matter and records exempt from public disclosure and attorney-client communication. 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, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:35 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.

**CONSIDER REVISED FINDINGS OF FACT, CONCLUSIONS OF LAW AND ORDER, RESOLUTION, AND ORDINANCE AMENDMENT IN THE MATTER OF THE REQUEST BY**

MARK AND DENISE CAMPBELL FOR A COMPREHENSIVE PLAN AMENDMENT AND REZONE; CASE NOS. PH2016-47 AND PH2016-48

The Board met today at 9:37 a.m. to consider revised findings of fact, conclusions of law and order, resolution, and ordinance amendment in the matter of the request by Mark and Denise Campbell for a Comprehensive Plan Amendment and Rezone; Case Nos. PH2016-47 and PH2016-48. Present were: Commissioners Tom Dale, Pam White and Steve Rule Deputy P.A. Zach Wesley, Director of Development Services Tricia Nilsson, Planner Jennifer Almeida and Deputy Clerk Jenen Ross. Jennifer Almeida stated that she has prepared the updated findings based on the Board's decision last week, they've been reviewed by the legal staff and are ready for signatures. Commissioner Rule made a motion to approve the resolution for the comprehensive plan map amendment to change the designation of parcel R29014-010A from agriculture to residential (See Resolution No. 17-009), the findings of fact, conclusions of law and order for the comprehensive plan map amendment for case no. PH2016-47, to approve the ordinance directing the amendments to the Canyon County zoning map to change the designation of parcel R29014-010A from agricultural to a rural residential zone (See Ordinance No. 17-001) and to approve the finding of fact, conclusions of law and order for a rezone for case no. PH2016-48, the motion was seconded by Commissioner White. A roll call vote was taken with the Board voting unanimously to approve the motions as read into the record. The meeting concluded at 9:41 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 9:44 a.m. for a monthly 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, Director of Development Services Tricia Nilsson and Deputy Clerk Jenen Ross. Director Nilsson reported on the following topics: Revenues for the first quarter are up but she anticipates they will probably dip with the bad weather and things slowing down. Canyon County has not had any crisis in terms of buildings collapsing but it is not something the county would be involved in as is has not adopted a "dangerous building" portion of the code and would have no responsibility to that other than a building permit to rebuild. She is working with Treasure Valley Renewables, they are having frustrations with getting some property owners signatures, P&Z signed revised findings on Thursday and she will try to get their report to Board well in advance of the public hearing. Commissioner Dale requested a synopsis of the P&Z hearings; there is an open house planned for next Tuesday in the administration building public meeting room regarding the new FEMA maps which she will attend along with the other two that will be held in Ada County; Director Nilsson is planning to make a formal request to FEMA regarding the seclusion of certain areas, she stated that in a mapping effort to identify levies if they couldn't determine who was responsible they would seclude them to be studied in detail in the future, in the past the County has agreed to the seclusion but with better technical information we no longer want them secluded as the new mapping actually give more relief from flood regulations in regards to flood depth and the

base flood elevation, she will present the letter to the Board for approval once it's complete. Commissioner Rule asked if an overlay could be done comparing the new maps to the old ones, Ms. Nilsson said she's had a hard time doing that but that she could come up with something to show the comparison and thought it might be helpful to schedule some time with the Board to review the changes; this Wednesday she will be attending a strategy meeting to discuss the condition of I-84, Commissioner Dale would like to see a push for expansion, he feels it's far past the point of just repairing, Commissioner Rule concurred with Commissioner Dale. Commissioner White said it needs to be done to completion and correctly. Director Nilsson is continuing to work with the PA and Treasurer regarding the abatement ordinance, the Board has requested to see a draft copy of the ordinance once it's completed. The meeting concluded at 10:01a.m. An audio recording 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 10:01 a.m. for a biweekly meeting with the 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, Sr. Administrative Specialist Dawn Pence and Deputy Clerk Jenen Ross. Director Tolman reported on the following topics: the shop is in the process of changing over the asset tracking system, these units are in the vehicles and tracks vehicle activity; patrol equipment is arriving and utilities are scheduled to come off the line today; Director Tolman asked about the ICRMP online training, Commissioner Dale has some questions about the benefits, downside, cost and time involvement along with whether this is something that needs to be done by a certain percentage of employees or just certain segments. Commissioners Dale and Rule agreed it would be best to get all the involved parties together to discuss the details before a decision is made. Mr. Tolman indicated that they have approximately 7000 sand bags available to help with emergency management. The meeting concluded at 10:11 a.m. An audio recording is available in the Commissioners' Office.

#### BOARD OF EQUALIZATION – SUB-ROLL HEARING FOR SORRENTO LACTALIS

The Board of County Commissioners, sitting as a Board of Equalization, met today at 10:32 a.m. to conduct a sub-roll hearing for Sorrento Lactalis, PIN 30424000 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy Assessor Joe Cox, Appraisal Supervisor Brian Stender, Appraiser Mike Cowan, Caroline Miner from the Altus Group, Admin. Specialist Jennifer Loutzenhiser, and Deputy Clerk Monica Reeves. Caroline Miner offered testimony on behalf of Sorrento Lactalis regarding their protest of the Assessor's supplemental roll assessment. Mike Cowan and Joe Cox offered testimony in support of the assessed value. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to close public testimony. Commissioner Rule said he doesn't like the comps in this case; one is a pretty good comparable sale but they are not equal. Another issue is that it doesn't sound like they have

been able to communicate well as far as getting the information the Assessor needs to complete this process in a way that might be acceptable to Sorrento Lactalis so for those two reasons he will make a motion to deny the appeal and send the matter to the board of tax appeals, or, let them take the matter to District Court to work out their differences. The motion was seconded by Commissioner White. Commissioner Dale said he understands where Ms. Miner is trying to go with this and he agrees with Commissioner Rule's comments. There isn't enough information for him to overrule what the Assessor's Office has done and he said if the motion passes and the appeal is denied it will go to the state board of tax appeals and they have experts who can take the individual data and try to come up with a resolution. 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 11:10 a.m. An audio recording is on file in the Commissioners' Office.

#### BOARD OF EQUALIZATION – SUB-ROLL HEARING FOR WILLIAM AND MELODY BRACCA

The Board of County Commissioners, sitting as a Board of Equalization met today at 11:10 a.m. to conduct sub-roll hearing for William and Melody Bracca, PIN 37800010 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy Assessor Joe Cox, Appraisal Supervisor Brian Stender, Appraiser Gerri Tallabas, Appraiser Roger Craig, Admin. Specialist Jennifer Loutzenhiser, William Bracca, Melody Bracca, and Deputy Clerk Monica Reeves. William and Melody Bracca offered testimony in support of their protest. They questioned why they received a supplemental assessment, and they feel like their property assessment is too high. They also spoke about the issues they have had with their construction contractor and the permitting process. Gerri Tallabas and Roger Craig offered testimony on behalf of the Assessor's Office. Ms. Tallabas reviewed comparable sales data, and said she has had to do estimates because she hasn't been allowed access to the subject property. Mr. Craig said they have an occupancy date of April because that is when Mr. Bracca told him they started storing items on the property. Joe Cox said either he or Brian Stender will view the Bracca property and see what is out there because up until now they have had to do their best estimate from the road. He suggested the Board make a decision today with the condition that the Assessor's Office will view the property and if they are incorrect in their valuation they will make an adjustment. 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 uphold the assessor's value. The hearing concluded at 11:41 a.m. An audio recording is on file in the Commissioners' Office.

#### **ELEVENTH DAY OF THE JANUARY TERM, A.D., 2017 CALDWELL, IDAHO JANUARY 24, 2017**

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

## **Deputy Clerk Monica Reeves / Jenen Ross**

### **LEGAL STAFF UPDATE, AND CONSIDER NOTICE OF GRANTING OF REAL PROPERTY TO THE CITY OF MELBA**

The Board met today at 9:01 a.m. for a legal staff update and to consider a notice of granting of real property to the City of Melba. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. Chief Civil Deputy P.A. Sam Laugheed and Deputy P.A. Zach Wesley arrived at 9:05 a.m. Mr. Goodsell said the Board had directed him to prepare the documents necessary to transfer two parcels to the City of Melba. If the Board approves the notice it will be published in the newspaper on January 30, and a public hearing will be held on February 13. If the transfer is approved at that time he will prepare the quitclaim deeds. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to sign the notice of granting of real property. As part of the legal staff update, Mr. Goodsell updated the Board on an offer from Ivan Salazar to purchase a parcel that was acquired by tax deed. Yesterday he indicated the taxes owed total \$7,882.23; \$3,800 is owed in actual taxes and the remainder is interest and penalties. The Board would like to accept Mr. Salazar's offer of \$6,374, and they asked Mr. Goodsell to make sure he is aware there is a lien on the property that the County does not have control of. Mr. Goodsell will prepare a response email to Mr. Salazar and he will send a copy to the Board. There was brief discussion regarding the Board's desire to send a letter supporting legislation for the public health districts. An Executive Session was held as follows:

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

Commissioner Rule made a motion to go into Executive Session at 9:07 a.m. pursuant to Idaho Code, Section 74-206(1) (b), (d) and (i) 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 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, Deputy P.A. Brad Goodsell, Chief Civil Deputy P.A. Sam Laugheed and Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:53 a.m. with no decision being called for in open session.

While in open session, Commissioner Dale asked for a motion regarding the letter of support for draft legislation proposed by the public health districts. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to sign the letter of support for the legislation proposed by the public health districts of Idaho. The letter will be sent to members of the Idaho State Legislature. The discussion

concluded at 9:54 a.m. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

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

The Board met today at 10:03 a.m. for a biweekly meeting with the Directors of Misdemeanor Probation, Juvenile Probation and Juvenile Detention to discuss general issues, set policy and give direction. Present were: Commissioners Pam White and Steve Rule, Juvenile Detention Deputy Administrator Sean Brown, Juvenile Detention Assistant Supervisor Nathaniel Ashby, Director of Juvenile Detention Steve Jett, Director of Misdemeanor Probation Jeff Breach, Deputy Director of Misdemeanor Probation Lisa Sheehan, Director of Juvenile Probation Elda Catalano, Juvenile Probation Lead Administrative Supervisor Rachel Jacques, Juvenile Probation Administrative Specialist Erin Lancaster and Deputy Clerk Jenen Ross. Director Catalano brought two staff members for introductions to Commissioner White, both spoke on their responsibilities within the Juvenile Probation department and their previous experience. Director Breach gave the following update: there is a domestic violence court shareholders meeting coming up at the end of February, current shareholders are Public Defender Tera Harden, Prosecuting Attorney Chief Deputy Chris Topmiller, Judge Ford, Judge Kline, Trial Court Administrator Doug Tyler, representatives from the Supreme Court and the state domestic violence court coordinator. In recent years the domestic violence court has ebbed and flowed, the Prosecuting Attorney's Office has been working on an MOU to reshape this court and turn it into a more traditional problem solving court. He's seen the initial draft, and based on it and the expectations for probation he's not going to be able to handle the requirements with the current staffing levels. He feels that with any version of the draft they're not going to be able to handle the requirements unless the Board gives them an additional position in FY18 specifically to handle the need of the domestic violence court. He anticipates having to ask for the one additional position to specifically handle the domestic violence court because it will be very time intensive as they will have approximately 50 cases each week to review and collect information on along with team staff meetings. Additionally, the MOU states that the person will have specialized training for this position. The program will be an 18 month program with 4 phases, the first 2 phases the offenders will have to go to court weekly, the 3rd phase is to be in court 3 times a month and the 4th phase to be in court one time a month. Along with the potential of taking on the domestic violence court, Director Breach's department also handles the DUI court which is really high functioning, that team recently returned from a national training and are making some revisions to their processes and in turn are going to be asking misdemeanor probation to do much more than what they're currently doing. Director Jett brought two staff members with him: Nathaniel Ashby and Sean Brown, both spoke about their job responsibilities and previous experiences. He then presented an article written by Mr. Brown in 2010 that was published in 'Corrections Today' in their annual Best in the Business edition. The meeting concluded at 10:15 a.m. An audio recording is on file in the Commissioners' Office.

**TWELFTH DAY OF THE JANUARY TERM, A.D., 2017  
CALDWELL, IDAHO JANUARY 25, 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):

- VLCM in the amount of \$2339.92 for the Information Technology Department

**CONSIDER INDIGENT DECISIONS**

The Board met today at 8:46 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Indigent Services Director Yvonne Baker, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to make the initial determinations of denial for the following cases: Case Nos. 2017-335, 2017-380, 2017-363, 2017-229, 2017-360, 2017-491, 2017-358, 2017-361, 2017-362, 2017-381, 2017-385, 2017-357, 2017-378, and 2017-461. Director Baker read the following cases and their continuance dates into the record: Case Nos. 2016-1599, 2016-1587, and 2016-1607 will be continued to March 9, 2017; Case Nos. 2017-1714, 2016-696, 2016-697, 2016-1559, 2016-1099, 2016-1289, 2016-745, 2016-746, 2016-1705, 2016-1704, 2016-1517, 2016-1206, 2016-1657, 2017-36, 2016-925, 2017-94, and 2016-1710 will be continued to February 16, 2017. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to continue the cases as read into the record. The meeting concluded at 8:52 a.m. An audio recording is on file in the Commissioners' Office.

**CONSIDER RESOLUTION ADOPTING CHANGES TO THE JOB DESCRIPTION, TITLE AND SALARY RANGE FOR MULTIPLE POSITIONS IN THE SOLID WASTE DEPARTMENT**

The Board met today at 8:52 a.m. to consider a resolution adopting changes to the job description, title and salary range for multiple positions in the Solid Waste Department. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Solid Waste Director David Loper, HR Generalist Cindy Lorta, and Deputy Clerk Monica Reeves. David Loper is making some organization structure changes to make the span of control from some supervisors a little less and for some a little more. The landfill supervisor is a simple job description change to make some duties a little clearer; the minimum and midpoint salary range will not change. The lead landfill heavy equipment operator will have small tweaks in the job description; the minimum and mid-point salary range doesn't change. There are changes to the job description for the landfill mechanic position, but the mid-point and

minimum salary range do not change. He wants it to read as landfill heavy equipment mechanic so that when he recruits for the position he will get applicants who are applying for heavy equipment. He needs somebody to take charge and manage the machines according to the strict maintenance process and schedules. One of his mechanic positions is increasing to a lead position with more duties, job description changes, and title changes and there is an increase as far as the minimum and mid-point, however, it's exactly the same as his lead heavy equipment operator minimum and mid-point so those two (the lead heavy equipment operator and the lead mechanic) are the same. Right now the mechanic salary minimum and mid-points are the same. When all changes are done, due to the circumstances and dynamics that will take place, his total salary budget line item should be the same or a little less. According to Director Loper his salary budget is not increasing. Cindy Lorta said HR has reviewed the changes and approved the language in the resolution. Commissioner White made a motion to approve the resolution and adopting the changes. 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. The motion carried unanimously. (See Resolution No. 17-013.) The meeting concluded at 9:00 a.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 9:03 a.m. for a legal staff update. 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 Rule made a motion to go into Executive Session at 9:04 a.m. pursuant to Idaho Code, Section 74-206(1) (b), (d) and (i). 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, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. The Executive Session concluded at 10:05 a.m. with no decision being called for in open session.

**THIRTEENTH DAY OF THE JANUARY TERM, A.D., 2017  
CALDWELL, IDAHO JANUARY 26, 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):

- Idaho Tower Construction Co. in the amount of \$9000 for the Information Technology Department
- Idaho Tower Construction Co. in the amount of \$4800 for the Information Technology Department
- Netmotion Software Inc in the amount of \$4830.58 for the Sheriff's Office

#### MEET WITH ALAN RICHARDSON OF CARTER GOBLE LEE REGARDING NEEDS ANALYSIS PROPOSAL

The Board met today at 8:04 a.m. with representatives from Carter Goble Lee (CGL) regarding a needs analysis proposal. Present were: Commissioners Tom Dale and Pam White, Alan Richardson and Chris Monsma from CGL, Sheriff Kieran Donahue, Chief Deputy Sheriff Marv Dashiell, Captain Daren Ward, Clerk Chris Yamamoto, Controller Zach Wagoner, Chief Civil Deputy P.A. Sam Laugheed, PIO Joe Decker, and Deputy Clerk Monica Reeves. Alan Richardson and Chris Monsma gave a PowerPoint presentation, a copy of which is on file with this day's minute entry. Mr. Richardson said CGL was here six months ago and they were asked to look at a couple of options, either the plan to expand the existing jail facility compared with the plan for a brand new replacement facility potentially at the Highway 20-26 site. They saw flaws and potential problems with both plans. One of the biggest recommendations they had in that study was rather than doing a "quick and dirty job" they needed to come back and spend the time to do a proper study to really look at inmate needs, what the projected inmate numbers are, what the required numbers of beds are and how it could be impacted through alternative programs. Commissioner Dale said we need to know if the old jail be repurposed; can it be utilized and remodeled and if so, what would the cost be. Or, would it be better to tear it down and start over on a new building on that same site and utilize that for Sheriff's space. He said the County is also looking at an option that includes a former grocery store site that's located four blocks from the court and whether it could be used for space needs. He said all of those things are critical to a strategic plan for the County as far as space needs. Mr. Richardson said CGL will come up with a several options and a preferred option. Clerk Yamamoto asked how much of the work that has already been performed could be integrated into where we are moving now. Mr. Monsma said when they do a jail master plan they would have done the three studies at one time so this is the third leg; they have already done two-thirds of what would be considered a traditional jail master plan and they are not going to reinvent that wheel because they already have lot of the data. He doesn't need the annual data anymore from the jail, and if they came back out they would conduct more intensive interviews with jail staff to get as much data as they have. The Justice Reinvestment Act could be pooled in as well. Chief Dashiell said a lot of the projects are designed around optimal projections, and what we've seen in necessity is to be aware of peak projections. We need to have integration and communication with other local law enforcement leaders. He said they've already had reach

out from federal agencies saying if we can provide the beds we have the necessity and the need to pay you for the beds and when we look at that possibility into the future we could be using contracting with other agencies that we currently don't have the space to contract with. We have to consider that as a separate housing segment that wouldn't be included in the needs of the County, but an opportunity that the County would be partnering with other agencies for the housing. He said perhaps they could provide statements to help us plan for some opportunities into the future. Ten years ago the thought was to figure out a way to contract with the Idaho Department of Corrections for a large number of beds, but we realized we didn't have those beds available anymore and those opportunities went by the wayside. Commissioner White said that's a good point and it has to be weighed into the operational aspects as well because if there are other agencies that need the space and we have it those agencies will be at the table in that respect too so all of that has to weigh in to a needs assessment. Commissioner Dale said if you want to house other agencies' inmates that's another level so the question is does it become a profit center or a drain on resources for a County that thinks they're going to house other people's inmates and make a profit. Mr. Richardson said that's a legitimate question and it comes up more often than not, and he's seen mixed results from one extreme to the other on that. If you build it and it falls through then you have additional beds. What a lot of agencies do is look at their 20-25 year projected bed space needs, but typically you don't build that upfront. Some will build out to their total need and then they rent the excess beds in the meantime. A couple things could happen, the deal falls through and you have those 200 additional beds, or, you're renting them out and being paid on a regular basis and then as your population grows it often becomes difficult to then push them out because those monthly checks will go away. He said there's no right or wrong but you need to go into it with as much planning for the various possibilities. Mr. Monsma said he's going to look further at the County housing numbers because they are not incorporated in the models. If we want to go into a situation where we are selling beds oftentimes they will do the baseline projection for what is needed and they will come up with some alternative models. They will give a recommendation but it's not just one and they can layer on an alternative model. Sheriff Donahue said we paid a lot of money to house our inmates last year and the numbers are down in out-of-county housing right now because of the help offered by the judiciary but that's not going that last; the bubble will burst. The effects of the Justice Reinvestment Act could go on for a very long time, especially if the State says it won't ever build more prisons. Chief Dashiell there was a Presidential Executive Order issued yesterday that will change a lot of what's going on around the nation. With regard to profitability, we rent beds from other jurisdictions and a minimum of two agencies are using the funds they receive from leasing or renting bed space to provide manpower and vehicles for their agencies. One County has talked about building an annex onto their jail just to house Canyon County prisoners because they know how many we've been placing at their facility. Commissioner Dale said if we have federal agencies reaching out to us maybe there are grant opportunities that can help. Mr. Richardson said years ago the US Marshals Service had a program where they provided funding for construction but that came along with a contracted number of guaranteed beds for a certain number of years. Sheriff Donahue said

he would be open to that and those options should be looked at, and we have to make sure the citizenry understands what will happen with populations in prisoners and jails. The President's Executive Order deals with the Immigration and Naturalization Act and it appears there will be higher enforcement of immigration laws which means taking those folks into custody pending deportation. Where are we going to put those people? Clerk Yamamoto said all options need to be on the table and there cannot be preconceived notions of what is right and what is wrong. The County owns the property on Highway 20-26 so that's a good candidate, but is that the best thing? At one time we could have had the (former Van Buren) elementary school donated and it would have been a reasonable cost to buy up the rest of the property and with some help from urban renewal some things could have been done to integrate that into the courthouse campus, but it's doubtful that is still on the table. He said in 2006 he spent a year working with the Sheriff at the time and they ran the bond to put a justice center on the boulevard, which included moving the Sheriff's Office to that site. He still likes that idea because it sets them up in a proper way, and it opens up a bunch of the first floor of the courthouse that could be used for other space needs in the County. He asked, if given the relationship we've had in the past and the work CGL has done that could be moved on, do we have to put this out for bid. Sam Laugheed doesn't think we would have to put it out because of the history and the work that's been done. There are a couple of exceptions to the typical procurement process that could apply to this, but it would be a matter of the Board's discretion. We might have to give some notice and articulate to the public why further procurement was impractical, but he thinks we have a good basis to make that argument so he would expect if this is the way the Board wants to go that we would be able to have a contract in short order. Captain Daren Ward said with the relationship we've had with CGL for a while it makes sense to move forward with that into the future. Mr. Laugheed said he has some questions about a timeframe for CGL to do the work and the nature of the deliverable they are producing for us. He wants to know if they are making recommendations or offering options, and what the end result will be. Mr. Richardson said the deliverable would be a report, and they will offer some recommended options for the facility. They will give two, if not three, separate options moving forward and they will have a recommended one as well. They propose that once the project gets kicked off it could be completed within four months, but it's just a matter of when the contract is executed. Once they get the notice to proceed they'll want a list of stakeholders put together so they can schedule meetings ahead of time with appropriate groupings to maximize their time on site. Commissioner Dale said it sounds like the Board has the option to make a decision to formulate a contract with CGL, which is something they'll address at another meeting and hopefully they can make that decision fairly rapidly. If the contract is executed in February we'll have a report in June and that gives us five months to formulate outreach into the community for the stakeholders and taxpayers and to find out what option the community will support. He said if CGL gives the County two or three options he can foresee community meetings where we have open houses and gather the opinion of citizens so that we know when we go to the voters that we have an option that we are confident is being supported by a good majority. Commissioner White asked for clarification on the project cost, which is

proposed to be \$140,000, and whether any of the data they have already collected will play into the cost. Mr. Monsma said this is a brand new cost. There were three separate projects; the 2012 and 2016 projects are complete so this project will be the third leg of the stool. In terms of the study they are not reinventing the wheel when it comes to data because they've already had that data. Mr. Richardson said the cost would be higher if they had to start from scratch. They will take the first two studies to build off of as a base to launch this third study. Sheriff Donahue said it's critical to have CGL available to assist with the public meetings because it's always important to have the public see a neutral entity. Mr. Richardson said that is incorporated into their proposal. The meeting concluded at 9:00 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-662

The Board met today at 9:06 a.m. to conduct a medical indigency hearing for Case No. 2016-662. Present were: Commissioners Tom Dale, Pam White, and Steve Rule, Deputy P.A. Zach Wesley, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, Attorney Mark Peterson, Amber Jones from St. Luke's Regional Medical Center, the applicant via conference call, and Deputy Clerk Monica Reeves. The conference call was a timed call and it ended at 9:13 a.m. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to take the case under advisement and issue a written decision within 30 days. The hearing concluded at 9:15 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-1580

The Board met today at 9:21 a.m. to conduct a medical indigency hearing for Case No. 2016-1580. Present were: Commissioners Tom Dale, Pam White, and Steve Rule, Deputy P.A. Zach Wesley, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, Attorney Mark Peterson, Kassie Daugherty from St. Luke's Regional Medical Center, 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 the case to March 23, 2017 at 9:00 a.m. The hearing concluded at 9:41 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-1583

The Board met today at 9:51 a.m. to conduct a medical indigency hearing for Case No. 2016-1583. Present were: Commissioners Tom Dale, Pam White, and Steve Rule, Deputy P.A. Zach Wesley, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, Attorney

Mark Peterson, Kassie Daugherty from St. Luke's Regional Medical Center, the applicant, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to take the case under advisement and issue a written decision within 30 days. The hearing concluded at 9:58 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-1419

The Board met today at 10:01 a.m. to conduct a medical indigency hearing for Case No. 2016-1419. Present were: Commissioners Tom Dale, Pam White, and Steve Rule, Deputy P.A. Zach Wesley, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, Tim Ryan from Saint Alphonsus Regional Medical Center, the applicant, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to take the case under advisement and issue a written decision within 30 days. The hearing concluded at 10:06 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-1613

The Board met today at 10:09 a.m. to conduct a medical indigency hearing for Case No. 2016-1613. Present were: Commissioners Tom Dale, Pam White, and Steve Rule, Deputy P.A. Zach Wesley, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, Stephen deVille from Saint Alphonsus Regional Medical Center, and Deputy Clerk Monica Reeves. The applicant did not appear for today's hearing. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to continue the case to April 6, 2017 at 9:00 a.m. The hearing concluded at 10:14 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-1683

The Board met today at 10:21 a.m. to conduct a medical indigency hearing for Case No. 2016-1683. Present were: Commissioners Tom Dale, Pam White, and Steve Rule, Deputy P.A. Zach Wesley, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, Tim Ryan from Saint Alphonsus Regional Medical Center, the applicant, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to continue the hearing to March 23, 2017. The hearing concluded at 10:31 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY MATTERS

The Board met today at 10:34 a.m. to consider medical indigency matters. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to issue a written decision of denial within 30 days for Case No. 2016-1701. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to take the following cases under advisement and issue a written decision within 30 days: Case Nos. 2016-1702, 2016-1622, 2016-1611, 2016-865, 2016-1621 and 2016-1703. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to approve continuances for the following cases: Case No. 2017-15 to March 9, 2017; Case No. 2016-1477 to April 6, 2017; Case Nos. 2016-327 and 2016-1665 to May 18, 2017; and Case No. 2016-1328 to July 27, 2017. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to place Case No. 2016-1163 in suspension. The meeting concluded at 10:37 a.m. An audio recording is on file in the Commissioners' Office.

#### MEETING TO DISCUSS MATTERS WITHIN THE ASSESSOR'S OFFICE

The Board met today at 11:01 a.m. to discuss matters within the Assessor's Office. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Assessor Gene Kuehn, Appraisal Supervisor Brian Stender and Deputy Clerk Jenen Ross. Assessor Kuehn explained that he has served nearly 40 years at Canyon County with the past 16 as the elected Assessor and has decided to tender his resignation and retirement effective February 28, 2017. Since there is just under two years still left of his term the Republican Central Committee will need to send names for the Board to approve another elected official for the Assessor's Office and he is recommending Brian Stender for the position; he feels Mr. Stender will make a great assessor and help create a smooth transition as he knows the office, the state, and what is required of the office. Once the recommendations are received it will be the responsibility of the Board of Commissioners to appoint the new Assessor. The meeting concluded at 11:10 a.m. An audio recording is on file in the Commissioners' Office.

#### **FOURTEENTH DAY OF THE JANUARY TERM, A.D., 2017 CALDWELL, IDAHO JANUARY 27, 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):

- Arconic Architectural Products in the amount of \$10,138.89 for the Facilities Department
- Store 9 D&B Supply in the amount of \$2,500.00 for the Parks Department
- SPS in the amount of \$5,100.00 for the Information Technology Department

#### MEETING TO DISCUSS COURT INTERPRETER SERVICES

The Board met today at 8:46 a.m. at the request of the County Clerk to discuss court interpreter services. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Chief Deputy Clerk Drew Maffei, Executive Assistant Taryn Peterson, and Deputy Clerk Monica Reeves. Clerk Yamamoto wanted to have a discussion on what's been going on with the interpreter services for the County. Three years ago the Board put the interpreter under the auspices of the Clerk and at that time they weren't set up to take it over so he and Judge Ryan decided that the Clerk would oversee the interpreter at a "30,000 foot level" and that the Trial Court Administrator (TCA) would continue to do the day-to-day things. The interpreter gave notice of resignation on November 1 and he left at noon the next day. The Clerk's Office has taken everything over, including the budget and everything having to do with the interpreter is now entirely under the Clerk. The TCA has nothing to do with it. Taryn Peterson is currently spending nearly all of her time on coordinator duties. He said as far as the outside interpreters there weren't any contracts so they are working on that with the Prosecutor's Office, and, they also discovered there is no established protocol so we are working on that as well. Clerk Yamamoto said one of the reasons it's taking Ms. Peterson an inordinate amount of time is because work wasn't getting done so they've had to go back in time and compile information in order to prepare a report for the Supreme Court. He said court has taken place every time due to the hard work of Ms. Peterson and the interpreters. Commissioner White asked if what Ms. Peterson is doing is in addition to the duties of an in-house interpreter and does there need to be a staff person as well as the coordinator. Clerk Yamamoto said yes, there does. Under the TCA they had the in-house coordinator who was interpreting and coordinating but they had backup within the TCA's office. The pool of Spanish interpreters has diminished to a scary level; they have one that is not available three days a week and has cancelled five of the seven blocks of time he was given, one interpreter was hired by Ada County, one was hired by Blaine County, one was hired as the Idaho State coordinator, one now has a fulltime job and is out of the picture, and we have two interpreters who did not renew their certifications. That's a total of eight interpreters that are no longer available to Canyon County. The Clerk said they're seeing a spike in the request for services and they're hoping it's not a trend. The period of November through January for scheduled interpretive services with a minimum of two hours is as follows: Spanish: 188; American Sign language: 18; Vietnamese: 9; Russian: 6; Tagalog: 4; Swahili: 2; Tonga: 2; Marshallese: 1; Basque: 1; Laotian: 1; Polish: 1; Punjabi: 1 and Somali: 1. The interpreters are not local, they have to come from Seattle or another west coast location and that's the reason he made a huge push to improve the telephonic and video capability in courtrooms so that when we have a 10-minute hearing we don't have to fly somebody in here and put them up in a hotel room with a rental car when it can be done telephonically. The judges are refusing to use what we have because it is so poor and could

cause huge issues on appeal. Commissioner Dale said IT Director Greg Rast has talked to the Board about it and is working on a solution. Clerk Yamamoto said Kevin Iwersen and his team from the Supreme Court are here to deal with the initial push with six courtrooms and the total cost of \$50,000 will be borne entirely by the Supreme Court. Commissioner Dale asked if he is actively searching to fill the position. The Clerk said the position has been posted for over a month and they have six applicants but none are certified, although he has an interpreter in mind who would very much like to come to Canyon County. The in-house interpreter was paid in the \$50,000 range and it appears the salary was behind the curve, and with an independent contractor an in-house interpreter would make \$90,000 a year. He has negotiated a deal with this person for a salary of \$60,000 and will not be under our health benefits by their choice. He is working on a job description with HR and legal and it would be mainly an in-house interpreter with some coordinating backup duties. Because Ms. Peterson is doing an excellent job his plan is to keep her in place as the coordinator. According to Ms. Peterson, we will get back the coordinating responsibilities for Payette County and Washington County, which were given to the State coordinator to handle but that person said she can't keep up so it will come back to Canyon County. We are supposed to have Payette County, Washington County and Owyhee County, but Owyhee County has contracted with somebody else. Commissioner Rule asked if there will be any financial participation from those two counties. The Clerk said the Supreme Court pays us \$30,000 to administer for the rest of the district, and when they pulled the coordinating away from us he assumed the \$30,000 annual payment would go away as well but it didn't. The coordinator for the Supreme Court, who oversees District 3, let him know that as soon as we get someone in place they will return the responsibility to us. As of yesterday the County has paid \$23,000 in interpreting fees, which is high, and we have a big trial coming up that will be very expensive but if they get close to the budgeted amount they will come to the Board at the end of the fiscal year to talk about it. The Board thanked the Clerk for information; no action was required or taken. The meeting concluded at 9:12 a.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE

The Board met today at 9:12 a.m. for a legal staff update. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, and Deputy Clerk Monica Reeves. Commissioner Dale spoke with General Ritchy and he's asked for a letter requesting Canyon County to be included in the Governor's declaration for state emergency, and in the letter we need to include who's authorized to spend state dollars should they come to us. Lt. Schorzman would be the logical one to be authorized to do that, and anything beyond \$5,000 will have to come to the Board for authorization. Should state funding become available it will not be retroactive, it would only be from this point forward. He said the City of Wilder is probably the most critical entity in our County that's on the brink of needing extra financial aid. It will be a 50/50 split and Canyon County is the pass through. Commissioner White asked what the spending parameters are. Commissioner Rule said you can only guess, and \$5,000 might not cover a life threatening emergent situation so he's wondering why Lt. Schorzman and one Commissioner couldn't consent to take care of 99% of those and not have a limit on it because he'd hate for something to go down that cost a human life because of a \$5,000 cap. Commissioner Dale said perhaps the Board should

designate a Commissioner or Lt. Schorzman to authorize the expenditures. Sam Laugheed wants to find out how the claims will come through and where the funding will come from. The County's probably going to frontload whatever it is and then we'll get reimbursement and he wonders if any special process is necessary under the normal way we pay invoices. He'll talk to Lt. Schorzman. Commissioner Dale asked Mr. Laugheed to draft a letter asking the Governor to include Canyon County in his declaration of emergency. Commissioner Rule said there isn't an emergent situation the County wouldn't respond to and then ask for reimbursement through the process so we shouldn't put a limit on it. Mr. Laugheed said that way it will come through the Board's normal process where a claim would be presented by Lt. Schorzman. In a state of emergency we can do things like that but we can stick to the normal process so we have records. Commissioner Dale said there are several buildings collapsed in Canyon County and with what's going on in Washington County, the state may bump this up to a federal level and if that happens it has to happen within 30 days of an incident and the incident ended on January 19. On another topic, Commissioner Dale asked about a purchase order for the Reynobond product. Mr. Laugheed met with Facilities Director Paul Navarro earlier this week and they had communication with Captain Ward about the product that is intended to be installed in Pod 5 to harden the interior. Director Navarro had originally contacted Sprung Structure about this and received a quote between \$30,000 and \$40,000, which is above the amount where it would require us to go through a process, but they determined that a sole source would have been appropriate because of manufacturer considerations, etc. However, it turns out that Sprung Structure doesn't have an exclusive relationship with Reynobond; it's a product produced by Alcoa and Director Navarro can get it from Alcoa directly for less than \$15,000 so we pulled the sole source off the agenda and are still proceeding with the purchase. It does not require any additional process now. The meeting concluded at 9:24 a.m. An audio recording is on file in the Commissioners' Office.

#### CONSIDER SIGNING A RESOLUTION GRANTING A PROPERTY TAX EXEMPTION UNDER IDAHO CODE 63-602NN TO ON SEMICONDUCTOR

The Board met today at 9:31 a.m. to consider signing a resolution granting a property tax exemption under Idaho Code, Section 63-602NN to On Semiconductor. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Brad Goodsell, Chief Deputy Assessor Joe Cox, Beth Ineck from the City of Nampa, Tony Little and Mitch Mooney from ON Semiconductor, and Deputy Clerk Monica Reeves. Brad Goodsell said the Board has met with ON Semiconductor a couple of times and granted them an exemption under Idaho Code, Section 602NN for one particular piece of property about a year ago. They are leasing a building where they conduct manufacturing in Nampa; the equipment, if it meets the threshold, can qualify for the business investment tax exemption so they received an exemption on the one piece of property and now they've made application for another investment on more property. He has negotiated a draft resolution for the Board's consideration that includes an exemption for the property they are proposing to buy. ON Semiconductor submitted a letter, which is part of the record, where they agreed to the terms and conditions of the resolution; however, since that letter a couple of changes have been made to the resolution. Mitch Mooney has reviewed and approved the resolution and modifications. Mr. Goodsell said the exemption is for five years but there is a 10 year

recapture period so if they don't continue to operate for 10 years after this five year period, the County has the ability to recapture some of the tax exemption we've given them. Mr. Mooney gave an overview of their project and gave a video presentation highlighting the business's focus in the automotive market. He spoke of their space and expansion needs and how they have a small packaging group that will be moved overseas because they need the room for manufacturing. Commissioner Rule asked if there is anything we can do to keep that packaging aspect in Canyon County. Mr. Mooney said they are actively involved in that discussion now. The issue is with the R&D organization; they do the developing and then all the manufacturing is done overseas. If they build out the manufacturing side they will have to add a building. The attractive thing in Idaho are utility costs and tax structure, and they understand the incentives which are playing into their decision but if there are additional things to be considered he would like to know so they can include it in their decision analysis. Commissioner Rule said in today's political atmosphere of keeping jobs in America he wants to embrace industry and keep jobs here. Mr. Mooney said they have been doing this for 17 years and in 2014 they were on the brink of closing the site and moving overseas and then ON Semiconductor acquired them and put the investment back in and saved the site. They made a capital investment of \$97 million in the last year and are asking for the 75% exemption. They are adding a lot of the test equipment and growing the site and have had two good years, but from here on it will depend on how much they can expand. Joe Cox said the building is an existing asset so it wouldn't qualify, but any expansion or new construction would potentially qualify. Commissioner Rule made a motion to sign the resolution granting a property tax exemption under Idaho Code Section 63-602NN to ON Semiconductor. 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. (See Resolution No. 17-014.) The meeting concluded at 10:06 a.m. An audio recording is on file in the Commissioners' Office.

**FIFTEENTH DAY OF THE JANUARY TERM, A.D., 2017  
CALDWELL, IDAHO JANUARY 30, 2017**

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

**APPROVED CLAIMS ORDER NO. 2-10-17**

The Board of Commissioners approved payment of County claims in the amount of \$46,122.44, \$71,044.62, \$17,313.76, \$43,320.85, \$7,947.68 for accounts payable.

**APPROVED SALARY RATE REQUEST**

The Board approved a salary rate request for Lupe Villegas, Teresa Urvina, Ryan Cronrath, Jason Culbertson, and Paige Gabiola Reedy.

### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Carpenter Screen Printing in the amount of \$310.00 for the Misdemeanor Probation Department
- VLCM in the amount of \$1404.75 for the Information Technology Department
- Amazon in the amount of \$1667.76 for the Information Technology Department
- VLCM in the amount of \$5749.74 for the Information Technology Department
- Intermountain Wood Products in the amount of \$1047.38 for the Public Defender

### SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for: Maria Sarmiento DBA Alondras Store (See Resolution No. 17-015)

### COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:31 a.m. for an office staff meeting. Present were: Commissioners Tom Dale and Pam White, PIO Joe Decker, Deputy Clerks Jenen Ross and Monica Reeves. The Board reviewed the calendar with staff. Joe Decker reported on the following communication items: Assessor Gene Kuehn will retire the end of February, and the Republican Central Committee will submit three nominations to the Board; he will attend a meeting regarding employee portal information; he will post information to the Sheriff's website; he will shoot a PREA training video for the Sheriff's Office; and he reached out to Director Steve Jett regarding training materials. At the Board's request Mr. Decker will attend today's elected officials' meeting. The meeting concluded at 8:46 a.m. An audio recording is on file in the Commissioners' Office.

### EXECUTIVE SESSION – PERSONNEL MATTER

*Note for the record: As properly noticed the Board met today at 9:02 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter. The Executive Session was held as follows:*

Commissioner White made a motion to go into Executive Session at 9:03 a.m. pursuant to Idaho Code, Section 74-206(1) (b). 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, Deputy P.A. Mike Porter, and Deputy Clerk Monica

Reeves. The Executive Session concluded at 9:13 a.m. with no decision being called for in open session.

### MONTHLY ELECTED OFFICIALS' MEETING

The Board met today at 9:33 a.m. for an elected officials' meeting which took place in the public meeting room of the administration building. Present were: Commissioners Tom Dale and Pam White, Coroner Vicki DeGeus-Morris, Clerk Chris Yamamoto, Prosecutor Bryan Taylor, Assessor Gene Kuehn, Brian Stender from the Assessor's Office, Treasurer Tracie Lloyd, Sheriff Kieran Donahue, Captain Daren Ward, PIO Joe Decker, and Deputy Clerk Monica Reeves. Topics of discussion were as follows:

#### **Recognition of Councilman Ismael Fernandez:**

Commissioner Dale spoke about the Commissioners' plan to send flowers for the memorial service for Ismael Fernandez, the Wilder City Councilman who passed away tragically last Friday in a vehicle accident. He would like the County to honor the young man in a meaningful way. Clerk Yamamoto suggested the County do a proclamation in his honor. Prosecutor Taylor's office will draft the proclamation which will be presented at a city council meeting by the elected officials.

#### **Location of elected officials meetings:**

Everyone likes the idea of having the elected officials' meetings in a neutral location, such as the public meeting room. It was decided there will be a rotating chairman for each meeting. The schedule will be as follows:

|                      |   |
|----------------------|---|
| February 21 at 9:30  | Gene Kuehn will chair the meeting           |
| March 27 at 9:30     | Chris Yamamoto will chair the meeting       |
| April 24 at 9:30     | Kieran Donahue will chair the meeting       |
| May 22 at 9:30       | Bryan Taylor will chair the meeting         |
| June 26 at 9:30      | Steve Rule will chair the meeting           |
| July 24 at 9:30      | Vickie DeGeus-Morris will chair the meeting |
| August 28 at 9:30    | Tracie Lloyd will chair the meeting         |
| September 25 at 9:30 | Pam White will chair the meeting            |
| October 23 at 9:30   | Tom Dale will chair the meeting             |

The chairman of each meeting will develop the agenda and inform Monica Reeves for placement on the Board's agenda.

#### **Discussion regarding jail:**

Commissioner Dale said the Pond Lane property should be the destination for the new jail. Carter Goble Lee (CGL) has submitted a proposal for a needs analysis, the cost of which is \$140,000. Sheriff Donahue said there was a good discussion with CGL and we need them, as

a neutral party, to inform the public of what are needs are and we will build the jail marketing plan around the “spine” of CGL’s report. Prosecutor Taylor asked if any of the elected officials oppose the jail. No objections were voiced. Commissioner White asked for thoughts on why previous jail bonds failed. Treasurer Lloyd felt like nobody understood the amount of money it would have saved them with the use of stimulus funds and the low bond rates. Coroner DeGeus-Morris said the public felt like they weren’t informed on the issue, that it was a secret and they didn’t know there was a crisis until the County tried to pass a bond. Clerk Yamamoto said he supported the first bond for the justice center because he felt like it encompassed everything we needed, but he did not support the subsequent jail bonds because we were not getting what we needed. He believes the opposition to building a jail is the idea that adding more beds will only result in more people being incarcerated when instead we need to be using alternative sentencing programs. There has to be trust, buy-in, and we need a good plan and we need to stick to that plan, as well as educating people on what the issues are. Commissioner Dale said that’s what a needs analysis will do; we have to figure out the need and know what the price will be. Prosecutor Taylor said we need to start now and determine whether it’s going to be a jail or a multi-faceted center with all the programs and components that address the needs. Commissioner Dale said the 10-year delay on the jail is forcing officials into creative thinking in terms of alternative sentencing. Coroner DeGeus-Morris said the naysayers should be invited to the meetings so they can be informed. Sheriff Donahue said there are currently 1,200 people on alternative sentencing, and he spoke about the need expand the Sheriff’s Office so they have the space to be able to hire additional personnel. He said we need a citizens group to be involved in this process. Commissioner Dale said it all goes back a needs analysis, and two Commissioners are committed to signing a contract with CGL and he asked if the other elected officials want the Board to move forward with it. Coroner DeGeus-Morris agreed and said over the years we have paid for analyses and reviewed the results but never followed through with the recommendations. Commissioner Dale said there’s a difference, for example, with the last jail expansion a needs analysis was not done and we paid \$1 million to pursue a project with no background data and that was similar to what happened with the last bond. There’s never been an official needs analysis by a neutral entity for what we need in Canyon County. Clerk Yamamoto said he was a little disappointed with the cost of the proposal and with what CGL came back with in their first analysis because it was pretty general, it didn’t have specifics, but with that being said they delivered what they were asked to deliver. Commissioner Dale said it was a 30,000 foot look at the campus and when they came back with the specific proposal to address the jail the Board said no. Sheriff Donahue said we should approach CGL on a negotiation of the price, but in the long term it’s critical we have it. The cost of CGL’s report is pennies compared to the \$1 million the County wasted on the proposed expansion. Commissioner White said we need something solid and well planned for so that we don’t “flush” the money that’s already been spent; there needs to be a re-use of the building. Sheriff Donahue said he would be glad to have them assess what we’re going to do with the present building. Commissioner Dale said jail needs is one thing, but what we’ve talked about in their proposal is a strategic plan that includes what we do with the present facility. Captain Ward said CGL has been here three times and each time they have fulfilled their scope of work and

deliverables, and so we need to make sure the contract is all encompassing and that we ask them for the right things because they will give us what we ask for. Prosecutor Taylor suggested the elected officials review the first draft contract to make it says what we want it to say. Clerk Yamamoto said we are asking CGL for expert answers and ideas instead of asking them to conform to or confirm pre-conceived ideas. Sheriff Donahue agreed and said Sam Laugheed said he would take a look at that.

### **BSU Poll/Survey:**

Commissioner Dale said the Board recently met with Greg Hill from the Boise State Public Policy Institute regarding a proposal for their graduate students to do a poll of what Canyon County folks feel on this topic. The survey will go hand in hand with the need analysis. There will be a fee for the study but it is nominal compared to what you'd pay a professional group to do it.

### **Actionable items:**

Commissioner Dale said the Board will move forward with developing the contract with CGL and it will likely be June by the time we receive their report but in the meantime we need to identify community leaders and create some action committees. He said each elected official has a different circle they interact with and that enlarges our potential impact and we need everybody pulling in the same direction. A first draft will be submitted to the elected officials. Commissioner Dale said Sam Laugheed has written some really good white papers and legal opinions on relationships of the elected officials and we don't want to overstep those bounds, but one of the things he wants to change in our dynamics is bringing everybody in because there's a brain trust here that's very valuable and while it is the Board's responsibility to sign contracts we need everybody's input. Prosecutor Taylor suggested Joe Decker create a justice facility project offshoot to our web page where all of the information can be posted. Commissioner Dale said this is not going to be a surprise to the voters because it was central when both he and Commissioner White ran for office. Voters are expecting a change in direction and they are expecting the County to come up with a plan and they are expecting to pay for it. Clerk Yamamoto said the County paid \$60,000 for CGL to study the jail expansion concept and he wants to know why the results were not made public. Commissioner Dale said the outcome of the study was that the jail expansion was a bad idea, and building a new jail was the solution. (Treasurer Lloyd left at 10:25 a.m. to attend another meeting.)

### **November bond timeline:**

Clerk Yamamoto said the November timeline is perhaps doable, but it is very ambitious and we need to take a pragmatic look at the timing and look at what the other taxing entities are doing as far as bonds. He said one of the main reasons he was opposed to the jail expansion dealt with the additional \$3-\$4 million in operating expenses. If it had gone through we'd have been looking at up to \$4 million annually, and if you had a 20-year bond that's \$80 million so if you convince the public that by avoiding the expansion with the operating costs

and translate that into a new facility where we think we can have an expanse neutral situation it makes it more palatable. Commissioner Dale said that will be a topic of discussion as we move forward.

#### **FY2017-2018 budget timeline:**

Chris Yamamoto wants to do a pre-budget presentation for the elected officials at the end of March. Commissioner Dale said he was extremely uncomfortable with how the budget has been handled the last two years because there was not nearly enough discussion or true involvement. It's a good idea to meet with the elected officials to find out where we are with our tax rates and assessed values so we know a starting point before offices start developing their budgets. Clerk Yamamoto said it'd be educational as far as the budget process but they also need to know what the Commissioners' expectations are budget-wise. Assessor Kuehn said that's a perfect time for education as to how the actual system works because many people think if property values are increased their property taxes are going to increase as well. Prosecutor Taylor wants a collective meeting of elected officials to discuss what their budgets will look like versus having "silos" because everybody's budget has a reciprocal impact on the other budgets.

#### **Fairgrounds:**

Commissioner Dale said there will be a press release coming out this week that the Board has made a determination that the fair will not be moving to the Highway 20-26 site in the foreseeable future and that we are going to be working closely with City of Caldwell and all other entities to do the best we can here.

#### **Pod 5/tent security renovations:**

Sheriff Donahue asked Captain Ward to report on his meeting with Facilities Director Paul Navarro this morning and the need to get the renovations done. Captain Ward said there are two separate projects: 1) putting a lid over the kitchen, and 2) hardening the wall on the interior of the tent. He said Director Navarro was hoping to have the architectural drawings to go to the city to get a permit. We had the engineered drawings last week and are waiting on that drawing to get here. There have been a couple of hiccups regarding the interior wall. Sprung Structures used to put in a wall called Reynobond, where aluminum is sandwiched with sheets of plastic, but they switched from that and went to a 1/8 inch aluminum, but it wasn't what they wanted so Director Navarro spoke with Alcoa, the maker of Reynobond, and got a bid that was almost one-third of the cost from Sprung Structures. Commissioner Dale said the Board approved the purchase order last Friday. Captain Ward said the next step is to get building permits from the city. Commissioner Dale said at some point we need to reapply for the special use permit that allows us to keep using the facility. Captain Ward said we need to talk to Sam Laugheed about that. The city encouraged them to go back to the council in February with the plan to show what we have in the works and if we have all of our plans presented for building permits it would demonstrate that we are doing what we said we'd do. Sheriff Donahue said Mr. Laugheed is working on the verbiage for that; we are

losing days and it's critical that Director Navarro get the work going. He said they wouldn't have those drawings had they not asked Director Navarro for them and that is upsetting. This is priority number one and he needs to get moving along.

**Canyon County representative on the IAC Board:**

Commissioner Dale said he was encouraged by IAC Executive Director Dan Chadwick to do it so he will serve as the County's representative on the IAC Board.

**Health insurance fund:**

Prosecutor Taylor asked about the status of the health insurance fund. Clerk Yamamoto said the fund is broke, which is what they predicted several months ago. The health plan trustees are going to present a plan to the Board that he and Controller Zach Wagoner have reviewed in detail. The fund has not kept pace with what we're doing so we are going to match up with what Caldwell and Nampa are doing, and increase the County's \$600 contribution amount per employee to \$1,000 per employee. They will also ask for \$1 million to be infused into the plan. He doesn't strongly object to the infusion but he'd hoped to see how the plan did with one increase, but with the combination of the two we probably won't have to talk about it for a while. Commissioner Dale said his perception of how this happened is that the premium hasn't been increased for several years. Prosecutor Taylor said the previous HR Director switched our Blue Cross plan and we lost a \$1 million, and then we went to Meritain, which was a debacle, so we requested to be switched back to Blue Cross and that cost us another \$2 million. Now we're on the Gem Plan. Sheriff Donahue said the previous Board refused to add anything to the fund during the last budget session so it continued to fail.

**Elected official's salaries:**

Sheriff Donahue said he and Prosecutor Taylor have talked about the need for elected officials' salaries to be reviewed because they have been on hold for years. Coroner DeGeus-Morris agreed and said it's insulting when the chief deputy is making more, or the same salary, as an elected official. Sheriff Donahue said his chief deputy and two captains make more than the executive officer, plus, lieutenants make the same and that's unacceptable for the amount of liability they are under as the elected officials. Commissioner Dale asked if it's reasonable to do a comparative analysis of other elected officials' salaries in the region. Prosecutor Taylor said we already have that information from the previous study and we can ask the committee members to look at it. Clerk Yamamoto said it's probably not a good fit to be talking about increasing salaries while trying to run a jail bond. Sheriff Donahue said you want the best person for the elected position and you're not going to attract them if they are paid less than other employees. He said the jail bond may not go through this year so are the elected officials supposed to wait another year or two before their salaries are reviewed. Prosecutor Taylor said it doesn't hurt for the committee to present numbers then the debate can take place. Commissioner Dale said if we don't take steps to keep up we'll be in the same place we were; the cost of doing business is adjusting salaries. Clerk Yamamoto said when we were working on the salary compensation study it was brought up that all of the elected officials would be included, but he asked the elected officials to hold off and take care of the

employees first and they agreed to that. Coroner DeGeus-Morris spoke about how it will be difficult to get comparative information for the Coroner's Office. She has served the County for over 30 years and said employees are paid based on longevity and that should be taken into account for elected officials as well. The meeting concluded at 10:52 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 1:33 p.m. for a monthly meeting with the Public Defender to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Pam White, Public Defender Tera Harden, Office Administrator Deepak Budwani and Deputy Clerk Jenen Ross. Ms. Harden updated the Board on the following items: review of year-to-date FY2017 budget, review of attorney caseloads and cases that have been conflicted out, number of cases that are in specialty court; Last week the legislature was advancing the adoption of rules brought forward by the Public Defense Commission for the rule making process and she believes it was approved, they did not however adopt caseload requirements; Commissioner Dale asked about the Public Defense Fund and Ms. Harden feels the county will probably remain at 15%, but was encouraged that we now have better numbers from 2014 forward that can be used in the future so we'll have a better idea of what the county has been spending and should qualify for more money. She would like to see the legislature come up with a formula that is based on caseloads per county, the number of cases assigned or population instead of allocating \$5 million across the state and capping it at 15% of spending. Ms. Harden provided the Board with a draft contract for conflict council for their review and will be sending over a copy showing the modifications she'd like and the reasons why; she asked the Board's permission to explore the option of creating an MOU with Owyhee County to provide overflow coverage at a certain hourly rate, this would not be an exchange of funds but an exchange of time, additionally there is a potential of doing this with additional counties such as Gem, Washington, Payette and Adams, the Board is okay with her exploring this option; a PO was presented to build a clothes storage closet for indigent clients as many of them do not have appropriate court attire, the closet will be built by the Facilities department and will be moveable, the Board signed PO. The meeting concluded at 2:19 p.m. An audio recording is on file in the Commissioners' Office.

#### MEETING WITH TINA WILSON TO DISCUSS SNOW DAMAGE EFFECTS TO THE AGRICULTURE COMMUNITY WITHIN CANYON COUNTY

The Board met today for a meeting with Tina Wilson to discuss snow damage effects to the agriculture community within Canyon County. Present were: Commissioners Tom Dale and Pam White, Director of Development Services Tricia Nilsson, Deputy P.A. Zach Wesley, Executive Director of the Western Alliance for Economic Development Tina Wilson and Deputy Clerk Jenen Ross. Ms. Wilson explained that the Department of Commerce has been doing an injury assessment to find out the level of damage that has been done within the

counties and because of that once a certain dollar amount is reached it will trigger additional programs that are available from the Small Business Administration as well as the Farm Service Agency. The Small Business Administration works with commercial and small businesses and the Farm Service Agency works for things that are agriculture related. Due to both Washington and Payette counties already being declared an emergency by the State it automatically qualifies Canyon County to receive benefits from the Small Business Administration due to being a contiguous county. Ms. Wilson stated that one estimate she's heard is that the onion industry lost 25% of the harvest due to onion sheds collapsing and the onions freezing; three packing sheds in the Treasure Valley along with several dairies have lost outbuildings and barns due to collapse. She has a client right now looking to move his operations from Oregon to Canyon County, however due to the 40 year snow event he's lost 4 buildings and a packing shed. Now instead of being able to build in a timely manner in Idaho he's in a crunch because he needs to build in order to be ready to receive harvest this year. Ms. Wilson met with Development Services and discussed the matrix of getting a Conditional Use Permit (CUP) and what is considered an agricultural building, a packing facility on ag ground would need a CUP and to be rezoned M-1. Director Nilsson explained there really are only two worlds, is the property zoned agriculture or is it zoned industrial? If it's zoned industrial, the use is allowed and no special zoning approval is required, they could apply for their building permit but the building has to meet the commercial building code, it's not an ag structure. The processing of the building permit can jump the que and that can be done at the discretion of the Development Services Department. In the ag zone, if it's just the onion shed that's considered an ag structure then they only need to obtain a \$70 zoning certificate, DSD will do a set-back and the client won't need to apply for a building permit, this is for a new onion shed. However, the packing plant is considered a processing facility that does require a CUP and there is no way shorten the timeframes as state law dictates the requirements for notices and public hearings. Ms. Nilsson did say that there are things that can be done administratively to help expedite the process. She suggested that possibly the client could start building a shed and then convert it to a packing plant after the zoning approval if that would be an option for them. Ms. Wilson spoke to the magnitude of this project, stating that one onion shed is approximately \$500,000 and this project included 10 onion sheds and a packing facility. Commissioner Dale indicated that he supports the Planning and Zoning Commission holding a special meeting if it would help move this project thru and doing anything we can administratively to expedite this process. At this point the client has identified two potential parcels in NW Canyon County to build, both are purely in the county and not in the city or an impact area. The meeting concluded at 2:51 p.m. An audio file is available in the Commissioners' Office.

**SIXTEENTH DAY OF THE JANUARY TERM, A.D., 2017  
CALDWELL, IDAHO JANUARY 31, 2017**

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

#### APPROVED CLAIMS ORDER NO. 1-31-17

The Board of Commissioners approved payment of County claims in the amount of \$10,138.89 for accounts payable.

#### APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Kirk McGee and Leon Baguley.

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- VLCM in the amount of \$1733.52 for the Information Technology Department
- Curtis Blue Line in the amount of \$2280.00 for the Sheriff's Office

#### BIWEEKLY MEETING WITH HUMAN RESOURCES 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 Human Resources Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Pam White, HR Director Sue Baumgart and Deputy Clerk Jenen Ross. Director Baumgart reported on the following items: She has decided not to fill the vacant position in her office at this time, she feels she has enough staff to cover all the departments. She is working with the PA's Office regarding the blue sheets, Sam Laugheed has reviewed it and is okay with the changes; changes include removing some of the redundancy, created a space for current hourly rate as it is non-exempt and has specified what is exempt vs. non-exempt, removed classified vs. non-classified and added a place to indicate FLSA; she has removed the door access control portion as it will be done on a separate form and the Facilities Department will eventually take over the entire key access portion. She is continuing to meet with Zach Wesley and Mike Porter to review the personnel manual, they are doing it in small pieces to make the final review a little easier. Ms. Baumgart is working with the Clerk's Office to revise some of their job descriptions, there is a lot of redundancy so she is trying to refine those; she will be working with Cindy Lorta to make the revisions. Commissioner Dale asked about a county-wide wellness program and would like to see the county move forward with some kind of program to help keep employees healthy; Director Baumgart indicated that in the past she has worked with different programs and doesn't feel it will be too hard to get up and running. The meeting concluded at 9:00 a.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE AND TO CONSIDER AGENDA ITEMS

The Board met today at 9:02 a.m. for a legal staff update and to consider agenda items. Present were: Commissioners Tom Dale and Pam White, Chief Deputy PA Sam Laugheed, Deputy PA Allen Shoff, Deputy PA David Eames, Deputy PA Mike Porter, Director of the Canyon County Mosquito Abatement District Ed Burnett, Canyon County Mosquito Abatement District Supervisor Julie Monroe, Chief Deputy Sheriff Marv Dashiell, Director of Indigent Services Yvonne Baker and Deputy Clerk Jenen Ross.

***Consider signing a resolution approving the Mosquito Management Plan for 2017:***

Sam Laugheed explained that the Mosquito Abatement District submitted their plan and it has been reviewed by Allen Shoff in the PA's office; Mr. Shoff stated this is an annual plan and there are no legal issues with the plan as presented. Ed Burnett said there are no major changes to the plan. Commissioner White made a motion to sign the resolution approving the Mosquito Management Plan for 2017, the motion was seconded by Commissioner Dale. A roll call vote was taken with the Board voting unanimously to sign the resolution. (See Resolution No. 17-016).

***Consider signing a resolution authorizing the retirement of Canyon County Sheriff's Office K9 'Sadie':***

Chief Dashiell received a letter from his K9 supervisor recommending the retirement of K9 Sadie. Sadie has been in service for a little over 8 years and the last 2 years she's been assigned to Deputy Cody Frailey. Recently she's been showing signs of age, having some balance issues and getting in and out of vehicles. The recommendation is to go ahead retire her from service. Chief Dashiell has received letters from Corporal Zechmann, the coordinator of the program, and Deputy Frailey requesting the dog be retired to him and his family. Sadie is already out of service and Deputy Frailey is already working with another dog, this is simply to formalize the process. Commissioner White made a motion to sign the resolution authorizing the retirement of Canyon County Sheriff's Office K9 Sadie, the motion was seconded by Commissioner Dale. A roll call vote was taken with the Board voting unanimously to sign the resolution. (See Resolution No. 17-017)

***Consider signing a resolution classifying records of the Canyon County Clerk and authorizing destruction of Indigent Services files/records:***

David Eames explained that this is something that is done every year, in this situation they've gone back 5 years on all indigent applications and liens that have expired and then back to 2015 on involuntary mental hold records and Idaho War Veterans Emergency Grant applications, this resolution will allow for the destruction of those documents outside of those dates in the statute. Paragraph no. 1 of the resolution covers all the items to be destroyed before October 1, 2011, paragraph no. 2 covers everything that's being destroyed back before October 1, 2015 and paragraph no. 3 discusses the types of files that will not be destroyed. Commissioner White made a motion to sign the resolution classifying records of the Canyon County Clerk and authorizing destruction of Indigent Services files/records with Commissioner Dale seconding the motion. A roll call vote was taken with the Board voting unanimously to sign the resolution. (See Resolution No. 17-018)

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 9:02 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter, records exempt from public disclosure and attorney-client communication and communicate with 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 9:17 a.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 PA Sam Laugheed and Deputy PA Allen Shoff. The Executive Session concluded at 9:54 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.

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

The Board met today at 10:31 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, Facilities Director Paul Navarro, Director of IT Greg Rast, IT Business Analyst Don Brown, Assistant Director of IT Eric Jensen and Deputy Clerk Jenen Ross. Director Rast updated the Board on the following items: he is working with HR and legal on some employee change procedures in regards to new hires, employee changes, separation of employment, security access badges and keys to have all the Offices and departments using the same procedure with a plan for Facilities to take over all the badge creation at some point in the future. He also noted that the employee exit forms need more clarification as there is no difference between military leave, long term disability or leave of absence, or termination which causes some confusion in turning off login information and security badges. There was recently a meeting between the CIO for the Supreme Court, Kevin Iwersen, the Supreme Court IT department and the Canyon County IT department to talk thru issues with the courtroom audio; the cost will be approximately \$43K to get the system working properly and the Supreme Court is taking 100% accountability. Digital Voice Technologies is the company that has been selected to do the work and they've been working with the Trial Court Administrator and Judge Ford to coordinate taking down one courtroom per week, along with the audio portion it will also include the integration of the phone system; the project is set to begin on February 6. Director Rast has offers out for 3 of the 5 vacant positions within IT. There was a meeting with Development Services, the City of Caldwell and the IT department regarding the Accela replacement application; the separation of Canyon County from the City of Caldwell will take place in September. Director Rast

provided a review of the Wi-Fi project with the close out numbers. Director Navarro provided the Board with the following update: the Reynobond for Pod 5 is being shipped. He received blueprints yesterday from the architects and engineers for the Pod 5 kitchen lid and the application for the building permit has been dropped off, he anticipates having those back by Monday at the latest; once the permit is obtained they can start building the lid; no permit is needed for the Reynobond installation and only a flame and smoke cut sheet which has been provided to the Fire Marshal. Commissioner Dale asked what needs to be done for the reapplication of the Special Use Permit and let Director Navarro know that there was a letter sent to the City of Caldwell asking for a tolling agreement, but that he hasn't seen a response. Commissioner Dale asked Paul to follow-up with Brian Billingsley at the City of Caldwell as he doesn't want to miss the 60 day window which started at the beginning of January. Director Navarro feels the County will have a positive response from the City Council as it is taking aggressive and positive action on securing the facility with step one being the kitchen lid, the Reynobond walls and looking at putting a lid over the rec area. He has a couple of projects that are in the works: the Clerk has requested an additional window at the Juvenile Justice Center where they are able to process paperwork and to remodel the Records office area to build two more private offices, one for his new Chief Deputy and one for the head recorder; Mr. Navarro has created some preliminary plans that are being reviewed by the Clerk, if he chooses to move forward an architect may need to be involved so that a building permit can be submitted. It has been brought to his attention that ballots need to be kept for 40 days after an election in the event of a recount so it been requested that a cabinet be built to store those ballots. The jail annex has some water issues in the laundry area so laundry will be taken offline tomorrow and Thursday to bring the new hot water system online, additionally the dishwasher will probably be installed in the jail kitchen on Thursday night. Snow and ice removal is underway, they are working to chisel out the ice in the jail parking lot. The DMV and Elections office roofs have been cleared and his staff will continue to work to clear the print shop, the morgue, the crime lab, fleet shop and the SWAT area as they all have good size ice dams but he doesn't think there is anything at risk of collapsing or fall hazards but the ice dams do need to be removed to avoid damage to vehicles or personal property. Commissioner White has requested an estimate for carpet replacement in the SILD and Alternative Sentencing office as well as possibly the Sheriff's Office of CID, a contractor will be out today to provide an estimate and once he has those he'll create a PO for approval; both of these areas are in need of replacement and have been for several years. He received a call from Debbie Geyer in her capacity as the Clerk of the Caldwell Veterans Council, she asked if the County would be interested in working with John Muirhead at the old Carnegie Library which is the new home of the Caldwell Veterans Council, they are asking for assistance with millwork and cabinetry. Commissioner Dale is okay with donating items already in storage that will either be up for auction or thrown away, but would prefer a bid be provided for the millwork and cabinetry and it will be up to them if they'd like to use their Historical Preservation money to build the items they need. The meeting concluded at 10:56 a.m. An audio recording is on file in the Commissioners' Office.

## **SEVENTEENTH DAY OF THE JANUARY TERM, A.D., 2017**

**CALDWELL, IDAHO FEBRUARY 1, 2017**

**No meetings were scheduled.**

**EIGHTEENTH DAY OF THE JANUARY TERM, A.D., 2017  
CALDWELL, IDAHO FEBRUARY 2, 2017**

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

**APPROVED LIQUOR CATERING PERMITS**

The Board of Commissioners approved the following liquor catering permits:

- Slanted Rock Brewing Company, LLC to be used on March 11, 2017 for the 7<sup>th</sup> Annual Fort Boise Highland Games and Kelt Race at Old Fort Boise Park, Highway 95 in Parma.
- Big Al's to be used on February 11, 2017 for a wedding reception at Stillwater Hollow, 18120 Dean Lane in Nampa.

**APPROVED FLEET MANAGEMENT COMMUTER VEHICLE AUTHORIZATION FORM**

The Board of Commissioners approved a Canyon County Fleet Management Commuter Vehicle Authorization Form for Patrick Collins, an employee in the Sheriff's Office.

**APPROVED CLAIMS ORDER NO. 1709**

The Board of Commissioners approved payment of County claims in the amount of \$1,481,241.32 for accounts payroll.

**CONSIDER INDIGENT DECISIONS**

The Board met today at 8:47 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale and Pam White, Indigent Services Director Yvonne Baker, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to make the initial denials for the following cases that do not meet the criteria for assistance: Case Nos. 2017-394, 2017-462, 2017-384, 2017-342, 2017-410, 2017-404, 2017-259, 2017-532, 2017-511, 2017-355, 2017-388, 2017-393, 2017-403, and 2016-1675. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to allow the final approval for the following cases that do meet the criteria for assistance: Case Nos. 2014-843,

2014-923, and 2016-1123. The meeting concluded at 8:50 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE; AND CONSIDER SIGNING A RESOLUTION ADOPTING THE CANYON COUNTY 911 EMERGENCY DISPATCH ADVISORY BOARD 2017 REVISED BYLAWS, AND A RESOLUTION GRANTING HEARTLAND RECREATIONAL VEHICLES, LLC, A PROPERTY TAX EXEMPTION PURSUANT TO IDAHO CODE § 63-602NN

The Board met today at 9:01 a.m. for a legal staff update and to consider signing two resolutions: 1) a resolution adopting the Canyon County 911 Emergency Dispatch Advisory Board 2017 Revised Bylaws, and 2) a resolution granting Heartland Recreational Vehicles, LLC, a property tax exemption pursuant to Idaho Code § 63-602NN. Present were: Commissioners Tom Dale and Pam White, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, Deputy P.A. Mike Porter, Deputy P.A. Zach Wesley, Chief Deputy Sheriff Marv Dashiell, Jeff Froshour from Heartland RV, Chief Deputy Assessor Joe Cox, and Deputy Clerk Monica Reeves. Zach Wesley said the Board of Commissioners previously adopted bylaws for the 911 Emergency Dispatch Advisory Board which advises the BOCC on the spending of E-911 funds. The E-911 board made recommendations that changes be made to the bylaws pertaining to when the chairman is elected and when their annual budget meeting is held. Chief Dashiell said they would rather the chairman be selected in January rather than between February and March. Also, the bylaws mandated that the annual budget meeting be held in February but they want discretion about having the meeting in January rather than having a special meeting in February. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to sign the resolution adopting the Canyon County 911 Emergency Dispatch Advisory Board 2017 Revised Bylaws. (See Resolution No. 17-019) Brad Goodsell said Heartland RV came before the Board some time ago with some plans to open a manufacturing facility in Nampa, in part of the old Micron facility, and the Board indicated it would look favorably at an application for a tax investment incentive under Idaho Code, Section 63-602NN. Jeff Froshour gave an update on their project and what their plans are. They purchased the Micron building in September of 2015 and started production in March of 2016 and they are now at 50% capacity with possible future plans of expansion and additional property in the Nampa area. Mr. Goodsell said the exemption starts this year with the 75% exemption which would exempt approximately \$4.5 million in property value over a five year period. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to sign the resolution granting Heartland Recreational Vehicles, LLC, a property tax exemption pursuant to Idaho Code § 63-602NN. (See Resolution No. 17-020) The document was recorded as Instrument No. 2017-004270. At 9:12 a.m. the Board went into Executive Session as follows:

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

Commissioner White made a motion to go into Executive Session at 9:12 a.m. pursuant to Idaho Code, Section 74-206(1) (b), (d) and (i) 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 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 Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, Deputy P.A. Mike Porter, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. The Executive Session concluded at 10:10 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.

**NINETEENTH DAY OF THE JANUARY TERM, A.D., 2017  
CALDWELL, IDAHO FEBRUARY 3, 2017**

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

**APPROVED PURCHASE ORDER**

The Board approved the following purchase order(s):

- Wall 2 Wall Flooring the amount of \$21,330.00 for the Facilities Department.

**APPROVED CLAIMS ORDER NO. 2-10-17**

The Board of Commissioners approved payment of County claims in the amount of \$76,655.50 for accounts payable.

**LEGAL STAFF UPDATE**

The Board met today at 9:06 a.m. for a legal staff update. Present were: Commissioners Tom Dale and Pam White, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley, Deputy P.A. Mike Porter, Deputy P.A. Brad Goodsell, Health Plan Trustees Mark Tolman, Doug Daniels, and Yvonne Baker, Controller Zach Wagoner, Shawna Larson from the Auditor's Office, HR Director Sue Baumgart, and Deputy Clerk Monica Reeves. Zach Wesley said portions of the discussion with the health plan trustees would be appropriate for open session, however, there are some initial matters that would be appropriate for Executive Session under 74-206 (1) (b) for conversations we'll have later that are not related to the health plan trustees, and sub-sections (d) and (i) for attorney-client communication

regarding documents and conversations with the risk manager related to this issue. The Board went into exec session at 9:08 a.m. as follows:

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

Commissioner White made a motion to go into Executive Session at 9:08 a.m. pursuant to Idaho Code, Section 74-206(1) (b), (d) and (i) 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 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 Civil Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley, Deputy P.A. Mike Porter, Deputy P.A. Brad Goodsell, Health Plan Trustees Mark Tolman, Doug Daniels, and Yvonne Baker, Controller Zach Wagoner, Shawna Larson from the Auditor's Office, HR Director Sue Baumgart, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:29 a.m. with a discussion that followed in open session.

Zach Wesley said some information about the health care trust was relayed in Executive Session and the trustees are here to discuss anything that would be appropriate for the open record, and if there is a need for formal action it would be appropriate to calendar it for next week. Controller Zach Wagoner said the past 12 months have been devastating to the County's health insurance fund; the claims costs have skyrocketed and we've now found ourselves with a cash balance of \$300,000. He considers a healthy balance to be \$3 million. (The fund spends \$9 million a year, 33% of that amount would be \$3 million.) The employer contribution to the fund per employee per month (PEPM) amount of \$623 has remained unchanged since January 1, 2010. The trustees are proposing a change in the PEPM employer contribution from \$623 to \$1,053 to be done in two steps with an immediate infusion of cash in the amount of \$1,255,600, and that amount is based on if the \$1,053 amount had started October 1, which would have been the excess extra contributions through the end of January. The consistent PEPM contribution will change to \$1,053. On an annual basis on a fiscal year the total cost based on 730 enrolled employees is \$3,766,800 and for FY2017, that amount will be covered by current FY2017 revenues. When this plays out, the \$3.7 million will be divided between the County's funds with each paying their share. There is revenue in FY2017 to cover the entire cost. Mark Tolman said the trustees have looked at every possible option and they have brought in professionals to provide ideas. They have raised deductibles, co-pays amounts, and out-of-pocket costs for employees, and they don't want to push the employees any further. Commissioner Dale said it has to be sustainable and we can't let the fund go down, and he said if the County had continued to raise the County's contribution amount by 6% every year we would be around the \$1,053 PEPM amount. He said the way forward is to agendize the consideration of the resolution. He thanked Zach Wagoner for providing the charts which clearly shows how Canyon County is lagging far behind in what we're paying for our employees, and how we are at the top as far as what we ask from our employees in terms of contributions. The health plan trustees

as well as Mr. Wagoner, Ms. Larson and Ms. Baumgart left at 9:37 a.m., at which time the Board returned to Executive Session as follows:

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

The Board returned to Executive Session at 9:37 a.m. pursuant to Idaho Code, Section 74-206(1) (b), (d) and (i), 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, upon the earlier motion of Commissioner White and the second by Commissioner Dale. Present were: Commissioners Tom Dale and Pam White, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley, Deputy P.A. Mike Porter, Deputy P.A. Brad Goodsell and Deputy Clerk Monica Reeves. The Executive Session concluded at 10:19 a.m. At the conclusion of the session, Sam Laugheed said the Board came out of the Executive Session which was entered appropriately under 74-206(1) (b) (d) and (i), and towards the end of the Executive Session, approximately five minutes ago, Commissioner Dale was called away and because Commissioner Rule is not here we no longer have a quorum. Mr. Laugheed's recommendation is that the Board continue the Executive Session to this afternoon at 2:00 p.m. No decisions have been made at this point in Executive Session. It's just an unusual circumstance without a quorum coming out so we will continue to the later time today. The Board returned to Executive Session at 2:05 p.m., pursuant to Idaho Code, Section 74-206(1) (b), (d) and (i), and as continued from earlier this morning. Present were: Commissioners Tom Dale and Pam White, Chief Civil Deputy Sam Laugheed, Deputy P.A. Zach Wesley, HR Director Sue Baumgart, and Deputy Clerk Monica Reeves. Fair Director Rosalie Cope arrived at 2:09 p.m. and left at 2:22 p.m. The Executive Session concluded at 2:27 p.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.

**TWENTY-FIRST DAY OF THE JANUARY TERM, A.D., 2017  
CALDWELL, IDAHO FEBRUARY 6, 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):

- Wall 2 Wall Flooring the amount of \$4,214.60 for the Solid Waste Department

#### APPROVED CLAIMS ORDER NO. 2-10-17

The Board of Commissioners approved payment of County claims in the amount of \$54,000.54, \$55,482.99, \$40,191.57, \$23,891.30 and \$134,016.70 for accounts payable.

#### COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:23 a.m. for an office staff meeting. Present were: Commissioners Tom Dale, Pam White and Steve Rule, PIO Joe Decker, Deputy Clerk Jenen Ross, and Deputy Clerk Monica Reeves. The Board reviewed this week's schedule with staff. Commissioner Dale said he will meet with Fair Board Chairman Josh Sanders this afternoon to talk about what's going on. Joe Decker reported on the following communication items: he will draft some talking points for this week's KBOI radio interview; finalize a press release regarding the fair; he shot another training video for the Sheriff's Office last week and he will do another one on Friday; and he will work with Lt. Schorzman on coordination efforts related to the disaster declaration that was issued in response to the record amount of snowfall we've experienced. The meeting concluded at 8:31 a.m. An audio recording is on file in the Commissioners' Office.

#### CONSIDER SIGNING FEBRUARY 6, 2017 AGENDA ITEMS

The Board met today at 8:31 a.m. to consider signing the February 6, 2017 agenda items. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Brad Goodsell, Chief Deputy Assessor Joe Cox, Facilities Director Paul Navarro, and Deputy Clerk Monica Reeves. The items were considered as follows:

**Consider signing a Resolution Authorizing the Quitclaim of Parcel 37017000 0 to Ivan Salazar:** Brad Goodsell said this is a piece of property in Wilder that the County offered for sale two years ago and nobody bought it so we've been holding on to it. Ivan Salazar made an offer to the Board and tendered a check in the amount of \$6,374. The resolution authorizes the transfer of Parcel No. 37017000 0 to Ivan Salazar. Commissioner White made a motion to approve the resolution and authorize a quitclaim deed of Parcel No. 37017000 0 to Ivan Salazar. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners White, Rule and Dale voting in favor of the motion, which carried unanimously. (See Resolution No. 17-021.) The quitclaim deed was signed and was recorded as Instrument No. 2017-004636.

**Tax Charge Adjustments by PIN for November 1, 2016 to November 30, 2016:** Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to authorize the Board to sign the Treasurer's tax charge adjustments.

**Consider signing the proclamation declaring Ismael Fernandez Day:** The Canyon County Elected Officials signed a proclamation to present to the City of Wilder in memoriam of the life and service of Ismael Fernandez who was tragically killed in a car accident on January 27, 2017. Commissioner White read the proclamation into the record stating that February 14, 2017 shall be a solemn day of remembrance in honor of Ismael Fernandez. Upon the motion of Commissioner Rule and the second by Commissioner White the Board voted unanimously to sign the proclamation.

The meeting concluded at 8:42 a.m. An audio recording is on file in the Commissioners' Office.

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

*Note for the record: As properly noticed the Board met today at 9:35 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 White made a motion to go into Executive Session at 9:36 a.m. pursuant to Idaho Code, Section 74-206(1) (b) and (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, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. The Executive Session concluded at 10:05 a.m. with no decision being called for in open session.

EXECUTIVE SESSION TO CONSIDER A PERSONNEL MATTER PURSUANT TO IDAHO CODE, SECTION 74-206 (1) (A) AND (D) AND 74-106: INTERVIEW AND CANDIDATE EVALUATION FOR THE SENIOR ADMINISTRATIVE SPECIALIST POSITION IN THE COMMISSIONERS' OFFICE

Commissioner Rule made a motion to go into Executive Session at 1:33 p.m. pursuant to Idaho Code, Section 74-206(1) (a) and (d), and 74-106 for interview and candidate evaluation for the Senior Administrative Specialist position in the Commissioners' Office. 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, HR Director Sue Baumgart, Deputy Clerk Jenen Ross and Deputy Clerk Monica Reeves. Heather Nelson arrived at 1:34 p.m. and left at 2:00 p.m. Andrea Colglazier arrived

at 2:07 p.m. and left at 2:45 p.m. Jamie Miller arrived at 3:02 p.m. and left at 3:30 p.m. The Executive Session concluded at 3:39 p.m. with no decision being called for in open session.

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

The Board met today at 3:47 p.m. for a biweekly meeting with the Fair Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley, HR Director Sue Baumgart, PIO Joe Decker, Event Coordinator Ellen Tingstrom, Exhibits Supervisor and Bookkeeper Diana Sinner, and Deputy Clerk Monica Reeves. Commissioner Dale said one of the first things to be done, given the change that occurred over the last week, is to designate somebody to be the interim director. He's had conversations with Diana Sinner and it's his understanding that the fair staff has come to sort kind of conclusion. Ellen Tingstrom said she believes Ms. Sinner should be the interim director because she has experience managing people and has had attended fair conventions. Diana Sinner said she has some questions about taking on the role but she is willing to do whatever she can to move forward with the fair. Commissioner Dale is confident Ms. Sinner can lead forward. Commissioner White made a motion that Diana Sinner be the interim director of the Canyon County Fair. The motion was seconded by Commissioner Rule and carried unanimously. Commissioner Rule said the process to hire a new director could take several months and he encouraged her to apply for the position. There was discussion about the need to bring on additional staff now that there are only two people in the office. Ms. Sinner said there is someone who has fair experience who's looking for a job, although she has not talked to this person yet. Commissioner Dale said is not opposed to bringing on someone to help out considering they are down two positions. Commissioner Rule cautioned Ms. Sinner on hiring someone to fill her own position while she's serving as the interim director. Commissioner Dale said Ms. Sinner should fill the position and make it clear to the person that it's for an interim period and if Ms. Sinner chooses not to apply for the director position, or if she doesn't get the position, she will want her old job back. Zach Wesley said we need to have the fair staff work with the HR Department to make sure we follow County protocols on getting staffing set up and making sure there isn't confusion with positions. Commissioner Dale said with just two employees they are at 50% strength and to pull off a fair they need to be at 100% strength. Sue Baumgart said it would be ideal if they could find somebody who does marketing but also has bookkeeping experience because they could be hired as a regular fulltime employee and we wouldn't have to say it's an interim position. Ms. Tingstrom said their marketing/sponsorship position is a fulltime position and during the fair that person gets really busy. Commissioner White knows the person who used to hold that position with the fair and asked if it's appropriate for her to reach out to that person about the vacancy. Mr. Wesley said it is appropriate to let that person know she can contact HR and submit an application. At 4:01 p.m. the Board went into Executive Session as follows:

EXECUTIVE SESSION – PERSONNEL MATTER, RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, AND COMMUNICATE WITH LEGAL COUNSEL REGARDING POSSIBLE LITIGATION

Commissioner White made a motion to go into Executive Session at 4:01 p.m. pursuant to Idaho Code, Section 74-206(1) (b), (d) and (f) to discuss a personnel matter, records exempt from public disclosure and attorney-client communication, and to communicate with legal counsel regarding possible litigation. 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. Zach Wesley, HR Director Sue Baumgart, PIO Joe Decker, Ellen Tingstrom, Diana Sinner, and Deputy Clerk Monica Reeves. The Executive Session concluded at 4:17 p.m.

When the Board returned to open session the discussion continued with Commissioner Rule said nothing is more consistent in the world than change. There has been a change and the Board has appointed an interim director and along with that complete change of direction he will make a motion to release the fair advisory board members and he encouraged anyone who's interested, including the existing fair board members, to apply. Commissioner White seconded the motion. A roll call vote was taken with Commissioners Rule, White, and Dale voting in favor of the motion to release the fair board advisory board members. The motion carried unanimously. Commissioner Rule said the Board needs to authorize Public Information Officer (PIO) Joe Decker to issue a press release on the decision regarding the change in the structure of the fair. Commissioners White and Dale agreed. Commissioner Dale said the Board has a press release that generally talks about the change in direction of the fair, from the focus on moving it to the property on Highway 20-26 and at least for right now doing the best we can at the events center. Commissioner White made a motion to approve the resolution on the release of the advisory fair board members. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion (which basically codifies the previous motion) with Commissioners Rule, White and Dale voting in favor. The motion carried unanimously. (See Resolution No. 17-022.) Commissioner Rule said the Board – both past and present – is appreciative of the past director and the advisory board for their hard work. This is a change in direction and the new director and interim director will need to have new and fresh ideas and a new board might help them accomplish that. It's nothing more than some administrative changes that are necessary. The meeting concluded at 4:21 p.m. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

## **TWENTY-FIRST DAY OF THE JANUARY TERM, A.D., 2017 CALDWELL, IDAHO FEBRUARY 7, 2017**

Commissioners attended the Idaho Association of Counties – MidWinter Legislative Conference in Boise, ID

**TWENTY-SECOND DAY OF THE JANUARY TERM, A.D., 2017  
CALDWELL, IDAHO FEBRUARY 8, 2017**

Commissioners attended the Idaho Association of Counties – MidWinter Legislative Conference in Boise, ID

**TWENTY-THIRD DAY OF THE JANUARY TERM, A.D., 2017  
CALDWELL, IDAHO FEBRUARY 9, 2017**

Commissioners attended the Idaho Association of Counties – MidWinter Legislative Conference in Boise, ID

**TWENTY-FOURTH DAY OF THE JANUARY TERM, A.D., 2017  
CALDWELL, IDAHO FEBRUARY 10, 2017**

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

**APPROVED PURCHASE ORDERS**

The Board approved the following purchase order(s):

- Curtis Blue Line in the amount of \$22,450.00 for the Sheriff's Office
- Uniforms 2 Gear in the amount of \$10,000.00 for the Sheriff's Office
- Live Action Safety, LLC in the amount of \$4,807.67 for the Sheriff's Office
- Boise Window Tint, LLC in the amount of \$1,676.00 for the Juvenile Detention Center
- BOE in the amount of \$2,068.00 for the Information Technology Department
- Total Truck in the amount of \$3,412.67 for the Facilities Department
- R & H Supply, Inc., in the amount of \$1,618.50 for the Facilities Department

**MEETING TO DISCUSS COURTHOUSE IT TELEPHONE RECEPTIONIST STAFFING**

The Board met today at 8:37 a.m. for a meeting to discuss courthouse IT telephone receptionist staffing. Present were: Commissioners Tom Dale and Pam White, Director of IT Greg Rast, Assistant Director of IT Eric Jensen, Business Manager Caitlin Pendell and Deputy Clerk Jenen Ross. Director Rast explained that additional back-up is needed for phone reception for the courthouse as all phone calls that come into the county go thru the IT receptionist; he feels two people are needed to fill that role as they are receiving approximately 275 calls per day along with being back coverage for other departments, receiving and directing shipments, IT reception for appointments and security cameras. The addition of one person would also be print shop reception to run the application for the orders at the print shop as well as answer phones. At this time the position is not

budgeted for so a new PCN would need to be created and the budget would need to be opened to fund the position. Commissioner Dale is okay with Director Rast moving forward and working with HR to complete to job description and Commissioner White advised him to check in with the Controller to make sure the request will work. The meeting concluded at 8:50 a.m. An audio recording is on file in the Commissioners' Office.

#### CONSIDER SIGNING CANYON COUNTY'S 2017 CONTRACT RENEWAL WITH CENTURYLINK FOR ANNUAL VIPER MAINTENANCE, AND LEGAL STAFF UPDATE

The Board met today at 9:03 a.m. to consider signing Canyon County's 2017 contract renewal with CenturyLink for annual Viper maintenance, and to have a legal staff update. Present were: Commissioners Tom Dale and Pam White, Chief Deputy Sheriff Marv Dashiell, Deputy P.A. Mike Porter, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. Chief Dashiell said the CenturyLink Viper system is an integral part of the E911 answering system in the dispatch center and the contract is for the annual renewal for our maintenance and programming support. The system routes and identifies the 911 calls that come into the center and gives the location address. The cost is \$38,304.26 and it's paid from the E911 fund. The contract has been reviewed by the Prosecutor's Office. Commissioner White made a motion to sign the renewal with CenturyLink for the Viper maintenance for the dispatch center. The motion was seconded by Commissioner Dale and carried unanimously. (See Agreement No. 17-004.) As part of the legal staff update, Commissioner Dale said it's very critical that we finalize the Carter Goble Lee contract for the needs analysis because it will take four months to do the study, and it will be the end of June before we get a report and our window is rapidly closing for getting anything done this year. He wants to get something signed next week. He said we need to make sure we clearly define to Carter Goble Lee what we are expecting out of the report. He wants a minimum of three proposals of scoping for the jail structure: 1) just the jail alone, 2) a jail building with some facilities for patrol to do their report writing, and 3) an option for the entire project that the Sheriff wants. He also wants a cursory examination of what we can do with the Dale Haile jail. Commissioner White wants to see the phase-in option and how everything can be added together. On another topic, she reported that she attended a breakout session at the IAC Conference with an Ada County Prosecutor who did a presentation on the Justice Reinvestment Act and she came forward with four revisions they're going to take to the legislature. One of them was not the gap in what they are paying to house inmates and what it costs the jails and that was a huge concern to the sheriffs. She said she needs something specific that addresses what it costs the taxpayers that's not being covered by the \$45 a day fee. Chief Dashiell said they discussed that briefly at the Idaho Sheriffs Association this week and the indication was that the proposal needs to be forwarded to the Governor's office so it can go through JFAC, but it doesn't sound like it can happen this year. There is a statute in place that indicates the fee is reviewed every three years and the last was in 2015 or 2016 so whether the statute prohibits an interim review of it needs to be brought to the legislation as it is starting rather than after

they are already in session. He said some counties use the housing funds they receive as a revenue stream but Canyon County uses those jails who have space to immediately remove the state prisoners from our jail because we have the necessity for jail space for new charges. He said jails all over the valley are running out of space and that is another backup to how the Carter Goble Lee proposal could be beneficial. Chief Dashiell left at 9:17 a.m., and the Board went into Executive Session as follows:

EXECUTIVE SESSION – DISCUSS A PERSONNEL MATTER

Commissioner White made a motion to go into Executive Session at 9:18 a.m. pursuant to Idaho Code, Section 74-206(1) (b) to discuss a personnel matter. 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, Deputy P.A. Mike Porter, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:36 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.

CONSIDER SIGNING A RESOLUTION TO ADOPT CHANGES TO THE JOB DESCRIPTION, TITLE AND SALARY RANGE OF ONE POSITION IN THE INDIGENT SERVICES DEPARTMENT, CONSIDER INDIGENT DECISIONS AND INDIGENT SERVICES WORKSHOP

The Board met today at 10:03 a.m. to consider signing a resolution to adopt changes to the job description, title and salary range of one position in the Indigent Services Department, consider indigent decisions and indigent services workshop. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. David Eames (arrived 10:05 a.m.), Deputy P.A. Brad Goodsell (arrived 10:06 a.m. – left at 11:10 a.m.), Controller Zach Wagoner (left at 10:07 a.m.), HR Specialist Cindy Lorta (left at 10:07 a.m.), Director of Indigent Services Yvonne Baker, Indigent Services Hearing Specialist Michelle Kidd, Indigent Services Senior Interview Specialist Kellie George and Deputy Clerk Jenen Ross.

***Consider signing a resolution to adopt changes to the job description, title and salary range of one position in the Indigent Services Department:***

Director Baker explained that Kellie George is currently a Senior Interview Specialist and they are requesting that her title be changed to a Hearing Generalist; she and Michelle Kidd will then share the duties of the hearing appeal cases. The position itself is a hybrid between an interview specialist and a hearing specialist. Zach Wagoner confirmed the funding is in place with no changes to the budget necessary. Commissioner White made a motion to sign the resolution to adopt changes to the job description, title and salary range of one position in the Indigent Services Department, the motion was seconded by

Commissioner Dale with the Board voting unanimously to sign the resolution (See Resolution No. 17-023).

***Consider indigent decisions:***

Director Baker presented the following cases for final denial as they do not meet the criteria for approval: 2016-1502, 2016-1595, 2016-1574, 2016-1589, 2016-1524, 2016-1532, 2016-1290, 2016-1548, 2016-1546, 2016-1571 and 2016-1573, Commissioner White made a motion to issue final denials as read into the record, Commissioner Dale seconded the motion with the Board voting unanimously to issue the final denials. Ms. Baker then presented the cases as follows for initial denials as they do not meet eligibility: 2017-1523, 2017-568, 2017-430, 2017-428, 2017-435, 2017- 434 and 2017- 432, Commissioner White made a motion to issue initial denials as read into the record, Commissioner Dale seconded the motion with the Board voting unanimously to issue the initial denials. Ms. Barker read into the record cases that were heard at hearings and do meet the criteria for eligibility for final approvals as follows: 2016-1506 and 2015-496, Commissioner White made a motion to issue final approvals as read into the record, the motion was seconded by Commissioner Dale with the Board voting unanimously to issue the final approvals. The following case was read into the record as an initial decision of approval as it does meet eligibility: 2017-433, Commissioner White made a motion to approve the initial approval as read into the record with Commissioner Dale seconding the motion, the Board voted unanimously to issue the initial approval. A request was made by Director Baker to temporarily lift a lien so an applicant can secure funding to purchase a home, typically these are okay to do as the lien will then be a county lien against real property. Commissioner White made a motion to temporarily lift the lien for the applicant of Case No. 2012-170 to purchase a home, the motion was seconded by Commissioner Dale with the Board voting unanimously on the motion.

***Indigent services workshop:***

Director Baker, Hearing Specialist Michelle Kidd and Interview Specialist Kellie George presented an overview of the process once they receive an application for indigent services including explanations of a combined application, liens and pre-investigation, investigation by the Deputy Clerk, appeals, pre-litigation panel and judicial review, catastrophic health care cost program and reimbursement. A worksheet was also provided explaining reasons for the options of each case, those reasons being: continuance, suspension, approval or denial. This worksheet can be used as a guide when making motions during indigent appeal hearings; it also provided an explanation of the expectation of the hospital's role when presenting a case. Ms. Baker further explained that it is the responsibility of each hospital to come to the hearing prepared, they often will appeal a case as a way of gaining additional time. With the abundance of cases being continued it is causing additional burden on the Indigent Services department and an excess of appeal hearings. The meeting concluded at 11:42 a.m. An audio recording is on file in the Commissioners' Office.

## DISASTER DECLARATION APPLICANT BRIEFING

The Board met today at 1:31 p.m. for a disaster declaration application briefing. Present were: Commissioners Tom Dale and Pam White, Chief Deputy Sheriff Marv Dashiell, Lt. David Schorzman, Dale Nalder, who is the field representative from the State Office of Emergency Management, Sheriff's Financial Manager David Ivers, Facilities Director Paul Navarro, PIO Joe Decker, various representatives from other agencies, and Deputy Clerk Monica Reeves. Lt. Schorzman said the purpose of today's meeting is to give a briefing about the status of the County's emergency declaration and discuss where we're at and how to move forward. Dale Nalder said Canyon County requested assistance from the State due to a severe winter storm and the question is whether we rose to the level of a federal threshold. Idaho has to receive \$2.2 million worth of damage before we're eligible for federal assistance, which changes the percentage of the cost share. He said it looked like we were going to exceed the \$2.2 million threshold so they reached out to FEMA who sent a preliminary damage assessment team to verify the expenses and to see if we are eligible. All political subdivisions that incurred expenses during the extreme snow event are being asked to submit their expenses so they can have a feel for where we're at. FEMA will only pay for 48 hours' worth of snow removal, but Mr. Nalder is hoping the snow removal costs from public roofs will be covered under the emergency protective measures. FEMA will be here on Monday to go through the paperwork and get an understanding of what our true extraordinary costs are. It's a "Hail Mary" pass to say our expenses entitle us to a federal disaster declaration which changes the percentage of cost share from a 50/50 split to 75% federal share and 25% local match. The types of expenses that will be covered include: third-party contractors, hours of employees above and beyond their assigned work hours, snow melt purchases, equipment rentals, etc. The expenses have to be well documented between the dates of December 22 through January 19. Mr. Nalder said Governor Otter declared a disaster in Washington County and then Canyon County came on board and their question has been do we back that up to the date the State declaration was issued, or does it start when Canyon County declared. The hope is we will get a federal declaration that will allow us to start on December 22, but it's not yet clear. Lt. Schorzman said the school districts have not contacted him but he will reach out to them to see if they have expenses. No Board action was required or taken as the meeting was held for information purposes only. The meeting concluded at 1:56 p.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING A RESOLUTION AUTHORIZING THE DISTRIBUTION OF FUNDS INTO THE EMPLOYEE HEALTH BENEFIT TRUST FUND

The Board met today at 2:33 p.m. to consider signing a resolution authorizing the distribution of funds into the Employee Health Benefit Trust Fund. Present were: Clerk Chris Yamamoto, Chief Deputy Clerk Drew Maffei, Controller Zach Wagoner, Accountant Shawna Larson, Deputy P.A. Zach Wesley, Director of HR Sue Baumgart, Director of Indigent Services Yvonne Baker, Chief Deputy Sheriff Marv Dashiell, Jail Captain Daren Ward (arrived at 2:44) and Deputy Clerk Jenen Ross. Controller Zach Wagoner explained that the last 12 months have been financially devastating to the health insurance fund with claims and costs skyrocketing. The employer contribution for the county has not changed since January 1, 2010. Ms. Larson has done research to compare what other governmental entities contribute to their health insurance funds with the county currently contributing \$623 per employee, per month; the health trustees propose raising that amount to \$1053 per employee, per month. The total annual cost is approximately \$3.7 million. Since we are partially thru FY2017 there needs to be an immediate \$1.2 million infusion and a change in increase per month from \$623 to \$1053 per employee. Mr. Wagoner explained that they arrived at that amount based on last year's costs, spending and increased that by 15%. Commissioner Dale confirmed that the \$1.2 million infusion is equal to what the county would have contributed if premiums had been raised on October 1, 2016. A chart was provided showing the comparison between the Cities of Caldwell and Nampa, State of Idaho, Kootenai, Ada and Canyon Counties (a copy of this chart is on file with this day's minute entry). Mr. Wagoner stated that as of the end of January the Health Care Trust balance was \$300,000, which is only 10% of where it should be at \$3 million. The funding will come from current year's revenues, and he believes there are sufficient revenues in FY2017 to cover this infusion, however, the budget may need to be opened towards the end of the fiscal year to make adjustments to the budget but this is for accounting purposes only. Zach Wesley stated there has been a resolution prepared to act upon the advice of the Health Board Trustees and explained there are two parts to the resolution, the first being a one-time lump sum payment to the trust of \$1,255,600, the second being to raise the county employee contribution from \$623 to \$1053 per employee, per month. Commissioner White made a motion to sign the resolution authorizing the distribution of funds into the Employee Health Benefit Trust Fund, with Commissioner Dale seconding the motion. A roll call vote was taken with the Board voting unanimously to sign the resolution (See Resolution No. 17-024). The meeting concluded at 2:51 p.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING A RESOLUTION TO ISSUE A REFUND TO AARON & SHIGAE FLYNN FOR BUILDING PERMIT FEES; AND A RESOLUTION FOR THE ADDITION OF ONE POSITION IN THE PUBLIC DEFENDER'S OFFICE

The Board met today at 3:03 p.m. to consider a resolution to issue a refund to Aaron and Shigae Flynn for building permit fees, and a resolution for the addition of one position in the Public Defender's Office. Present were: Commissioners Tom Dale and Pam White, DSD Director Tricia Nilsson, PD Tera Harden, PD Office Manager Deepak Budwani, HR Generalist Demi Etheridge, and Deputy Clerk Monica Reeves. Director Nilsson said the Flynns applied for a building permit last year for a new home but they've changed builders and are seeking a refund of the fees they paid on the first permit so it can be applied to their second permit. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to sign the resolution to issue a refund of \$1,910.80 to Aaron and Shigae Flynn for a zoning compliance fee, plan review fee, and 80% of a building permit fee. (See Resolution No. 17-025.) Director Nilsson left at 3:04 p.m. Tera Harden wants to create an additional position using the leftover funds she received from the Public Defense Commission (PDC) and although it isn't enough to fund a position for an entire year, it is enough to cover the balance of this fiscal year. Some employees may be leaving so she wants to bring a lawyer on so they can be ready if people do leave. Ms. Harden believes the County will see an increase in the amount of funds received from the PDC next year. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to sign a resolution for the addition of one position in the Public Defender's Office. (See Resolution No. 17-026.) The meeting concluded at 3:11 p.m. An audio recording is on file in the Commissioners' Office.

THE MINUTES OF THE FISCAL TERM OF JANUARY 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: \_\_\_\_\_  
Commissioner Steven J. Rule

\_\_\_\_\_  
Commissioner Tom Dale

\_\_\_\_\_  
Commissioner Pam White

ATTEST: CHRIS YAMAMOTO, CLERK

\_\_\_\_\_, Deputy    DATE: \_\_\_\_\_