

FIRST DAY OF THE MAY TERM, A.D., 2017
CALDWELL, IDAHO MAY 8, 2017

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

APPROVED CLAIMS ORDER NO. 5-10-17

The Board of Commissioners approved payment of County claims in the amount of \$40,154.98 and \$118,430.88 for accounts payable.

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

The Board met today at 1:33 p.m. for a biweekly meeting with the Director of Development Services to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Pam White, DSD Director Tricia Nilsson and Deputy Clerk Jenen Ross. Director Nilsson reported on the following items: A summary of the April statistics was provided to the Board. She met with Tina Wilson from WAED this morning to discuss Owyhee Produce; they will probably go to P&Z on June 15th for their conditional use permit for an onion packing facility. There was a hearing on Thursday night that will probably be coming before the Board; Tonya Robinson is requesting a rezone on Upper Pleasant Ridge Road. Ms. Robinson is looking for a conditional rezone to divide her property but still keep one in agriculture. There will also be an appeal coming forward for the Kyle Cooper gravel pits on Duff Ln. Treasure Valley Renewables will be coming up in June, they are trying to determine if the Planned Unit Development is really necessary. FEMA has started the process of adopting the new maps, Ms. Nilsson received her packet recently and the appeal process will start May 17th. The meeting concluded at 1:49 p.m. An audio recording is on file in the Commissioners' Office.

MONTHLY MEETING WITH THE PARKS DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION

The Board met today at 2:18 p.m. for a monthly meeting with the Parks Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Pam White, Parks Director Nicki Schwend, Amy Hebert and Deputy Clerk Jenen Ross. Ms. Schwend gave updates on the following items:

Staff: One park technician has given notice but she has a previous employee applying for the position. They have interviewed four College of Idaho interns who would each be ¼ time employees as they only work every other weekend. This will give them 3 staff

members on Saturdays and Sundays. There was a park technician injured recently while installing the sun sails at the museum; he is currently out but is hoping to return to light duty once he is released by his doctor.

Sun Sails at Crossroads Museum: The sun sails are very complicated and difficult to put up; they take a lot of people, several ladders and a well-choreographed team to get them up. In order to do this without ladders you would need two lifts but there is only one lift available. Ms. Schwend is working with Director Navarro to see if there is some other kind of system that can be installed to make putting the sails up each year easier and safer.

Well meeting: There was a meeting on May 3rd to discuss and brainstorm where to go with the well project since the last bid was unacceptable. They've come up with two options: they are leaning towards option A which would be a whole new well. They are thinking of putting it out to bid in the fall when construction slows down some. The second option would be to upgrade the existing well and then do an 1100 ft. cutline to the museum.

Budget: Ms. Schwend gave a brief overview of her proposed budget including alarm-lock keyless entry locks, surveillance cameras and alarm system, actuators, decking, marine winch system and metal upward coiling service doors for Crossroads Museum and dorms, museum exhibits, container storage, a snowplow and contract services.

Deer Flat National Wildlife Refuge meeting: Annette de Knijf set up a meeting between the parks department and her supervisor, Tracy, to discuss to property around the refuge. Tracy explained that the refuge's core values are the protection of the grebes in the summer and the ducks in the winter and wanted to discuss the eminent encroachment of development. He asked where the county stood in acquiring the Clark Ranch. He also asked about ag conservation. Commissioner White asked Ms. Schwend to follow up on his interest in the ag lands.

Grants: Laura Barbour has submitted for a Paddle Nation Grant to begin a canoe program at Lake Lowell and the Laura Moore Cunningham Grant which would provide a bus to transport small groups to and from Celebration Park.

Lake Lowell Field Trip: Idaho Education Services for the Deaf and Blind recently did a field trip to Lake Lowell. Since March 20th 2360 kids have been thru the parks on field trips.

Wilder Middle High School: Kathy Kershner presented about the parks system and the types of career and/or volunteer opportunities that are available.

Return of the Boise Valley People Tribal meeting: Held their April meeting at the Crossroads Museum so they could see the Black Elk exhibit and have explored the idea of them having their own exhibit at the museum.

Ward Memorial Park: The Facilities department has requested that Parks take over maintenance of this park.

DStretch Exhibit: Exhibit is up at the museum and will run thru September 8th.

VIP Museum Visitors: Jon Harman will be visiting the park at the end of May and Dr. Ed Krupp will visit in August.

Misc.: May is archaeology and historic preservation month, historic preservation workshop will be held on May 9th, the address has been updated for the Lake Lowell office, Tom Bicap contacted Jim Slegers in regards to the first right of refusal for the small parcel right next to Celebration Park and gave him Director Schwend's contact information.

The meeting concluded at 3:00 p.m. An audio recording is on file in the Commissioners' Office.

SECOND DAY OF THE MAY TERM, A.D., 2017
CALDWELL, IDAHO MAY 9, 2017

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

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Lamar "Glenn" Goings

MONTHLY MEETING WITH ADMINISTRATIVE DISTRICT JUDGE AND TCA TO DISCUSS GENERAL ISSUES

The Board met today at 8:02 a.m. for a monthly meeting with Administrative District Judge and TCA to discuss general issues. Present were: Commissioners Tom Dale and Pam White, ADJ Bradley Ford, TCA Doug Tyler and Deputy Clerk Jenen Ross. Judge Ford let the Board know that he has selected three attorneys to help with the selection and appointment of the public defender: William Wellman, Shannon Romero and Ryan Henson and plans to have the order completed this week to be submitted. He recently met with the new District Judge, Gene Petty; he has served for many years in the Ada County Prosecuting Attorney's office civil division. Judge Petty will take a working oath this Friday at 3:00 p.m. and will begin work next Monday, May 15th. Judge Ford has asked Judge Ryan to be his mentor as he has extensive experience. Judge Ford has been working with Mr. Tyler in submitting recruiting solicitation notice for the new magistrate judge position to replace Judge Kotyk who will retire in September. They have a schedule outlined for the new magistrate selection process with an interview date of August 11th. The new magistrate will most

likely take over Judge Kotyk's child protection calendar; there are some current magistrates who have expressed interest in taking over that calendar but they are still evaluating if they'd like to take on that responsibility and for a new judge to take over this calendar it will add an extra learning curve. Mr. Tyler has been working on budget preparation. Judge Ford has been working with Paul Navarro to discuss courtroom renovations in regards to the benches and the jury boxes. The biggest issue are the benches as they need to be retrofitted to accommodate the Odyssey hardware that will be used on the benches. The Odyssey hardware is an all-in-one unit that is fairly large. Mr. Tyler has also been working with IT in taking care of the sound system deficiencies; the only major courtroom remaining is the second floor courtroom, the old magistrate courtroom, the rest of the courtrooms are in pretty good shape. They've been able to work with the State on the second floor audio and the state have been impressed with the standardization and hope to implement it across the state so that everyone will have basically the same equipment. Mr. Tyler is hopeful there will be some funding available from the State for the audio improvements on the second floor. Commissioner Dale wanted to discuss the process of the Public Defender selection, he said they've gotten a really good brief from Sam Laugheed on process and believes everyone has pretty much bought into that and agree they need to follow the process as lined out. He knows Ms. Harden has brought some other suggestions forward but he is more interested in following the process and feels the process laid out by Mr. Laugheed protects everyone and makes a lot of sense. Judge Ford reiterated that the prosecuting attorney is the Board's legal advisor in this issue and wanted to make sure the Board has the opportunity to discuss any options with them in making any decisions. Commissioner Dale said the only issue was with the timing of things, his understanding was that there wasn't a big hurry and that an interim director would be appointed and then they'd take time to do it correctly even if an appointment took 6 months. He also stated that he was unaware of the letter that was signed by Commissioners White and Rule and sent to Judge Ford stating the cutoff date as the 1st of June. He felt the position shouldn't have been posted until the interim was in place and let the office settle once Ms. Harden has left. He said if the letter ties the county to the June 1st date he won't oppose that. Commissioner White is okay with the June 1st date. Commissioner Dale asked Judge Ford and Mr. Tyler if they are concerned with the speed of the process but neither of them have any concerns about the timeline, it seems to follow the way Ada County did this process recently and it has worked out fine. Judge Ford explained the Board will receive all the applications which will be reviewed by the attorney group who will submit a certain number of names back to the Board. He can't speak to how long the process will take but Mr. Tyler feels the process generally moves quickly as far as getting recommendations back from the attorney group but neither could say how long it will take once the recommendations are back to the Board. Generally the attorney group will identify 3-5 names to the Board. Commissioner Dale said they have no intention of doing anything other than the process that has been outlined for them by legal counsel. He also let Judge Ford and Mr. Tyler know that the jail needs analysis interviews will be conducted today and they will probably be looking for input from them at some point in the future as far as jail space and judicial space. The meeting concluded at 8:44 a.m. An audio recording is on file in Commissioners' Office.

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

Note for the record: As properly noticed the Board met today at 8:48 a.m. for a biweekly meeting with the Human Resources Director. A request was made to go into Executive Session to discuss personnel matters, 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 8:50 a.m. pursuant to Idaho Code, Section 74-206(1) (b) and (d). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Dale and White voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale and Pam White, Chief Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, HR Director Sue Baumgart and Deputy Clerk Jenen Ross. The Executive Session concluded at 9:35 a.m. with no decision being called for in open session.

LEGAL STAFF UPDATE

The Board met today at 9:35 a.m. for a legal staff update. Present were: Commissioners Tom Dale and Pam White, Chief Deputy P.A. Sam Laugheed, Sherriff Kieran Donahue, Controller Zach Wagoner and Deputy Clerk Jenen Ross. Mr. Laugheed wanted to discuss the meetings scheduled for later today regarding the jail needs and concept design analysis presentations. He said that yesterday he send the Board an email with draft score sheets and Mr. Wagoner has sent out some proposed questions to be asked. The score sheet he's developed is based on the same information that was in the Statement of Qualification. There are a couple of options as to how the scoring and thus awarding of the contract can be handled. The first option would be to have the score sheets filled out by the Board and the review committee and then given to legal to compile then the company with the best score or highest ranking would receive the letter announcing they have the contract. The other option would be to have the committee rank each company with the Board simply taking notes and deliberation amongst the Board can happen at a later time. Mr. Laugheed would recommend for the Board to collect information and then be allowed to deliberate at a later time. The Board concurs with Mr. Laugheed's recommendation and the meeting to discuss the scoring is scheduled for Thursday, May 11th at 10:00 a.m. The meeting concluded at 9:41 a.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH MARK STEHLIN TO DISCUSS PROPERTY TAX ISSUE

The Board met today at 9:43 a.m. with Mark Stehlin to discuss a property tax issue. Present were: Commissioners Tom Dale and Pam White, Treasurer Tracie Lloyd, Assessor Brian Stender, Chief Deputy Assessor Joe Cox, Jennifer Loutzenhiser from the Assessor's Office, Loretta Ramsey, Mark Stehlin, and Deputy Clerk Monica Reeves. Loretta Ramsey said she did not timely file Mark Stehlin's property tax reduction application and when she spoke to the state tax commission about recourse they suggested he ask for a hardship exemption. Joe Cox said the property tax reduction program (the circuit breaker exemption for the

elderly and disabled) is a state program but the Assessor's Office sends out applications and assists people with submitting the forms to the state tax commission. Mr. Stehlin missed the deadline and was told to appeal to the Board but the property taxes are current and a hardship isn't typically considered until the taxes are three years' delinquent. Tracie Lloyd said hardships are considered on the third year they are past due so Mr. Stehlin has three years to make payments. The estimated tax is \$928.42 and last year he received \$494.15. There are two homes on the property but they only qualify for the property tax reduction on the home they reside in. Mr. Stehlin said the property is considered one property with two dwellings. Brian Stender said only half of the land and the home he lives in are the only ones that are eligible for the homeowner's exemption so the taxable value is shifted a little; it's not on the entire property. It's only on part of the land and the house he lives in. Ms. Lloyd said Mr. Stehlin can make monthly payments toward the future taxes and if he gets falls three years behind where there is truly a hardship then he can apply for the exemption at that time. Ms. Ramsey said it will be difficult for him to make monthly payments because he only receives a certain amount of money for disability and his house payment, medical costs, and other things take up almost all of his money. Commissioner White suggested he make payments and pay what he can and refile for the property tax reduction program in January. The meeting concluded at 9:55 a.m. An audio recording is on file in the Commissioners' Office.

JAIL NEEDS AND CONCEPT DESIGN ANALYSIS PRESENTATION BY CARTER GOBLE LEE

The Board met today at 10:02 a.m. for a jail needs and concept design analysis presentation by Carter Goble Lee (CGL). Present were: Commissioners Tom Dale and Pam White, Alan Richardson and Chris Monsma from Carter Goble Lee, Chief Civil Deputy P.A. Sam Laugheed, Sheriff Kieran Donahue, Lt. Andy Kiehl, Clerk Chris Yamamoto, Controller Zach Wagoner, Facilities Director Paul Navarro, PIO Joe Decker, and Deputy Clerk Monica Reeves. Sam Laugheed made a record about the scoring process and evaluation noting that the review committee and the Board will fill out score sheets using competence in qualification criteria from the RFQ. The second set of criteria (discussion and presentation) will be measured today and the scores from the review committee will be provided to the Board and they will deliberate in an opening meeting this Thursday where they will take the recommendations from the initial review committee as to each factor and have a discussion on whether they agree or disagree as to the perceived congruence between the competency qualifications and the needs of the County and then there will be a notice of intent to award the contract. A PowerPoint presentation was given, a copy of which is on file with this day's minute entry. Highlights were as follows:

- Project Team Overview
They are criminal justice specialists; their focus is on justice related facilities, correctional related projects
- Process
Focused on criminal justice master plan.

Four-phase planning process: Needs Assessment, Facilities Conditions Assessment, Development Options, and Strategic Plan Recommendations

Project and operational costs

- Success Stories

Reviewed recently implemented jail needs assessments

Success factors: It's a plan for Canyon County and its jail; it's detailed and tailored for this County along with the stakeholder involvement so there's buy in and people understand the need and the urgency of the issue and they can get to implementation of the plan. Garnering the support and arranging financing is paramount. It's not a process driven by design, it will be driven by the plan.

Question and Answer Phase:

Commissioner Dale asked how much of a factor in the efficiency of the work does CGL consider its previous familiarity and work with Canyon County to be. Alan Richardson said it's a big factor because they're not starting from zero, they are familiar with our staff so the learning curve is shortened. They have high level data they just need to drill down and get into the detail of what kind of inmates we'll be looking at and what kind of beds and services we need to do that. Chris Monsma said they'll be adding layers of data information that will supplement the whole master plan. Zach Wagoner asked CGL what they consider to be our greatest criminal justice needs at the moment. Mr. Richardson said the facility and the right kind of beds. Escapes from the sprung structure and inmates having to be housed out of county, a lack of the proper type of beds, limited maximum security beds, the facility layout and design is old, inefficient, and staff intensive and our needs for the right number and the right kinds of beds. Mr. Monsma said we need a repeatable process that's not too burdensome for those involved so they can get richer data on a monthly basis for sure and even pull some daily data which wasn't able to happen last year and so in terms of out of county housing we need to get a process that will benefit Canyon County going forward. Mr. Richardson said this study is key because we've had two designs: one was an expansion and renovation design and one was for a whole new facility. It was apparent this kind of study wasn't done for either one of those because they really didn't address the needs. With expansion and remodel that was making the best with what they had to start with, and with the new design a lot of really basic components were missing and without knowing what you're building for you really shouldn't start with a design until you have this foundation. Sheriff Donahue said he struggles with CGL's projected number needs for the future. This valley is experiencing tremendous growth and by the year 2030 we are expecting 1 million people to be living here and his concern is making sure that we're projecting to have the appropriate number of beds into the future. It does rely on the classification; we have to look at who we are housing and what we lack desperately: high security and females. They have seen upticks in female violent crimes so that's paramount. With the transient populations especially with the drug culture and trafficking, they're not just housing Canyon County offenders, but numerous others including illegal immigrants and criminal immigrants and

he wants to know how CGL is planning to address that? Mr. Monsma said they will look at the annual average daily population. They need to bring in demographics; the layers with the rich data to prove scenarios, the what-if if we build for ICE and we have this many beds available to ICE what will that impact on the jail. Once that data is harvested and they have the rich data they are able to do more in those projections and the differing scenarios. Sheriff Donahue said CGL was limited on time last year and the fact is we didn't get to explore all of those things. Numbers and needs are changing and our alternative sentencing program is way beyond what we should be doing because those folks should be in jail but they're out committing new crimes and clogging up the judicial system. He said it has to be deeply explored because he perceives this will be a jail that will be a 600-800 bed facility with expansion possible every decade. He asked how CGL plans to include all stakeholders in the process. Mr. Richardson said they will kick off the project with a stakeholders meeting with community providers, the Prosecutor, Public Defender, Clerk of Court, Probation/Parole, and anyone who touches the jail and to talk about what we're going to do to define what the purpose of the jail is. After the meeting they will take a few days and schedule one-on-one meetings with the stakeholder groups and a bulk of that time will be with the Sheriff and his staff because as we move forward it's important to how big the jail needs to be and what it needs to look like, and how it will operate and function, and to get his philosophy on how this should work. They will sprinkle in information for best practices from the many jurisdictions they work with so they can come up with that consensus plan on how big it's going to be, how it will function and what it's going to look like, not just physically but operationally as well. It is a side-by-side working together project. Commissioner Dale asked if they see their role as having community gatherings. Mr. Richardson said they do and in their proposal they had at least three occasions - early, middle, and towards the end of the process - to have open public meetings to educate and explain the need. Paul Navarro said CGL mentioned migrating to the role of an owner's representative at some point and he asked if that will be someone that transplants from South Carolina to Canyon County. Mr. Richardson said typically that person will be one of their employees, not necessarily from South Carolina but they do have offices in several locations across the country. Mr. Navarro said we are looking at a multi-phase construction that could be added on to or expanded over the years and he asked if that's something CGL has had success with. Mr. Richardson said they have, and any facility that's built that isn't designed to be expandable is very short-sighted. Everything they do is to be expandable. Mr. Navarro asked if CGL has any experience with the technology side of things with video visitation, video arraignment or having a mock courtroom in the jail. Mr. Richardson said they have some facilities that built a hearing room, a small courtroom in the facility, and almost all of them are doing video appearance capabilities of varying degrees. The purpose for the stakeholder meeting upfront is to get information early on as to whether the stakeholders will use those spaces to conduct proceedings. They have seen facilities that have built nice hearing rooms only to have them used as huge conference rooms or meeting spaces because the judges refuse to go to a courtroom in a jail. He spoke about the advantages of having technology where the housing unit officer can call up a camera, open/close a door, shut off plumbing, etc. Mr. Wagoner said

he appreciates the comments on operations and efficiencies and he uses the iceberg analogy and what you see above the surface is the cost of the building but the real costs are operations and staffing. He asked if CGL can give an example of a project they've designed that increased operational efficiencies that saved an entity money 30 years down the road. Mr. Richardson said a lot of it comes into the size of the housing units, and bigger is not always better. They can be too small to become staff inefficient. A lot of it is the planning on inmate movement, lines of sight, whether you escort inmates or whether they will get a hall pass to be supervised by monitors and a staff member in the corridor with lines of sight as opposed to having hands-on escort, different methods of food delivery, medical being done on the housing unit or using a satellite health location or taking everyone to the clinic. It is a marriage between the planning of the operations and the design of the facility. In summary, Mr. Richardson said CGL has the history as well as the knowledge of the staff, operations and the facilities. The meeting concluded at 11:02 a.m. An audio recording is on file in the Commissioners' Office.

JAIL NEEDS AND CONCEPT DESIGN ANALYSIS PRESENTATION BY LCA ARCHITECTS

The Board met today at 1:30 p.m. for a jail needs and concept design analysis presentation by LCA Architects. Present were: Commissioners Tom Dale and Pam White, Russ Moorehead and Steve Christiansen from LCA Architects, Allen Beck from Justice Concepts Incorporated, Chief Civil Deputy P.A. Sam Laugheed, Sheriff Kieran Donahue, Lt. Andy Kiehl, Clerk Chris Yamamoto, Controller Zach Wagoner, Facilities Director Paul Navarro, and Deputy Clerk Monica Reeves. Sam Laugheed explained the process going forward as far as the scoring. The RFQ had the review criteria used by the initial committee and it's going to be the same criteria this time with one notable exception: for demonstrated competence and qualification section, a review committee, along with the Board, will take notes and assess scores for each of the factors today and those will be averaged and given to the Board on Thursday to determine whether they will accept or modify the recommendations as to each factor and the reasons why, after which the notice of intent to award contract will go out. A PowerPoint presentation was given, a copy of which is on file with this day's minute entry. The highlights were as follows:

Qualifications:

They have the regional and national experience and are the only team that has the local experience.

Goals:

Determine jail bed needs

Explore all options to incarceration

Determine the most cost effective solutions for delivering services

Project:

Phase One - Planning process

- Factors that influence size of jail population
- Justice System Assessment
- Case Study (Okaloosa County, Florida Jail Problem)

Phase Two – Programming

- Determine the physical plant
- Sheriff's Office planning

Phase Three - Concept Design

Phase Four - Financial Analysis

- Capital Cost Analysis
- Operational Cost Analysis

Phase Five - Final Report

- Vision based on collaboration

Phase Six - Public Awareness Campaign

- Citizen Committee Workplan
- Public Awareness Campaign
- Help Build a Better Life for all Canyon County Citizens
- Right Team

They believe they are the right team with their extensive experience in justice facility planning and design, as well as local knowledge. Dr. Beck has the skills and hands-on expertise that's rarely found in somebody. They have an understanding, working through the previous jail project, of our current operational strengths and practices and they'll provide a how-to-do-it strategy for building a new jail and managing inmate growth.

Clerk Yamamoto left at 2:23 p.m.

Question and Answer Phase:

Commissioner Dale said because we are using property tax dollars we are limited on how much we can do in promotion of a bond issue. Mr. Laugheed said we have to make sure there's a distinction between a public relations campaign and a public information campaign. Producing as neutral information as possible about the issue and proposing what the ballot language will be is still acceptable under the case law. There was some legislation proposed this last term that would have curbed that even more but it was not successful so we'd be bound under the same law that's existed for some time and he imagines a local firm would be familiar with that distinction between public relations and information. Mr. Moorehead said we can inform the public but we can't tell the public how to vote and so as long as we're giving out accurate and true information we are good with that and the information they're providing is what's in the final report anyway. Commissioner Dale said the distinctive line is whether you're advocating for what you are educating for. Mr. Wagoner asked how LCA would define our greatest current criminal justice need. Mr. Moorehead said since they weren't hired on any of the previous efforts to do an analysis of the criminal justice system he thinks the greatest need is finding a way to get out of the Dale Haile building and determining what to do with it because it's a liability for the County and is a poor design and although a lot of money has been put into it the design flaws haven't been solved. It's

important to have an adequate and safe and secure facility. The greatest obstacle will be passing the bond. Mr. Wagoner asked what makes this time different than 2006 when we attempted to pass a bond but it didn't happen. Mr. Moorehead said having a good strong grassroots campaign is the only way to get bond issues passed in Idaho, particularly for something nobody really wants and you have to educate the public as to the need and what it means to them personally if the bond doesn't pass. Sheriff Donahue asked what LCA could take from the 2006 bond issue and the jail expansion project from the last couple of years to combine them that would be advantageous, not just from a cost perspective, but from an architectural/design standpoint. Mr. Moorehead said from an architectural standpoint there is quite a bit that can be salvaged from that, and they have other projects to pull from as well. He said the plan is a very efficient and it can be tweaked and expanded with very little cost from a conceptual standpoint and it can be worked on to make sure it's the right fit whether that's 1, 2, or 3 of those modules moving forward. Sheriff Donahue appreciates what LCA talked about in the collaboration process but during the expansion project he personally didn't feel they were on the right track, but they were at the end and that was the collaboration with the Sheriff and his staff. He asked how they plan to remedy that because there has to be collaboration but it can't wait until the middle or the end. The Sheriff is the primary stakeholder but he thought LCA answered more specifically to the Board than to the other stakeholders until there was an agreement to involve everybody. Mr. Moorehead said the Board has remedied that by the delivery method they are asking for. The specific method for that project being a design build project forced LCA into a situation where they had to design a facility and price a facility without any interaction at all and that was a disconnect. By hiring LCA direct they can work from the beginning of the project before they put something down, before it's priced, and before a contractor is involved. What we saw that last half was the collaboration process, where in the first half they worked for a contractor and the contractor worked for the Board, but they didn't like that process so they tried to fix it with as much collaboration as possible still knowing they had to work within a cost and design for the facility. He said they much prefer this method where they are open and working directly with the constituents and reporting to the Board on what's happening. Sheriff Donahue said for that project there was an owner's consultant which failed miserably and he wants to know if LCA will consider bringing in another consultant. Mr. Moorehead said the delivery process he recommends would not be a design build process that would require an owner's or project representative. It would be a CMGC (Construction Management/General Contractor process.) The County hires the contractor based on qualifications independently of the architect and they work through the design to make sure the budget is met and that you have good costing, that they have evaluated the buildability of the project, and then they bid it out to subs, but they still act as the general. It's a modification of the original construction management law in Idaho to where they can hold the contracts; it's a much more collaborative process with a contractor where they are acting as a representative to the owners as well as the architect and it eliminates the need to have that but at the same time there is a time and effort that needs to be put in from somebody from the County, the Sheriff's Office, to work on the project for the next couple years if the bond passes. Mr. Navarro asked if they have done any collaborative efforts with Dr. Beck. Mr. Moorehead said they have not. Mr. Navarro asked whether LCA is looking at something that can be expanded as population grows and as our needs grow. Mr. Moorehead said they addressed it in their use of the term *flexibility* and with flexibility comes the ability to expand.

With every facility they try to look beyond that facility at what's going to happen in the future when the growth period is reached. They always try to set up a project so that it's expandable as opposed to throwing it away. Mr. Navarro asked if LCA would be open to a design bid build, such as wearing a project management hat after the fact. Mr. Moorehead said yes, they could do that. Allen Beck said he hasn't worked with LCA but he has worked with a number of architects, and he spoke to the importance of collaborating with the stakeholders. The meeting concluded at 2:35 p.m. An audio recording is on file in the Commissioners' Office.

JAIL NEEDS AND CONCEPT DESIGN ANALYSIS PRESENTATION BY DLR GROUP

The Board met today at 2:44 p.m. for a jail needs and concept design analysis presentation by DLR Group. Present were: Commissioners Tom Dale and Pam White, Bill Valdez, Justin Stranzl, Sheri O'Brien, and Lori Coppenrath from DLR Group, Chief Civil Deputy P.A. Sam Laugheed, Sheriff Kieran Donahue, Lt. Andy Kiehl, Controller Zach Wagoner, Facilities Director Paul Navarro, and Deputy Clerk Monica Reeves. Clerk Chris Yamamoto arrived at 3:02 p.m. Sam Laugheed said we are using the same criteria that were outlined in the April 4, 2017 RFQ, with one notable exception which is that the responsiveness to the technical requirements in the written materials you provided, we are not talking about that anymore, we are talking about the second phase which is the space planning experience, the concept design experience, and similar projects. The review committee will fill out score sheets evaluating each of those factors and will provide those in compiled form with an average score for each to the Board who will deliberate on Thursday point by point to determine whether they're going to accept the committee's recommendation or whether they disagree and why. A notice of intent to contract is coming out on Thursday. A PowerPoint presentation was given, a copy of which is on file with this day's minute entry. The highlights were as follows:

The Team: Introductions

Who we Are?

Programing Process

Concept Plan Process

Finish Line: Outcome and Next Step

Why DLR Group

Question and Answer Phase:

The question was asked how DLR sees the mental health issue tying together with not only the jail population but with a crisis center for the general population and whether those two can work together. We have a tremendous mental health issue with involuntary holds so if we can use one facility in both ways as a partnership. Lori Coppenrath said we have to be really careful about the stigma of it being at a jail, and the perception of a crisis center being at a jail. Commissioner Dale explained that there are state funds for building a crisis center in Idaho and it would be an alternative place to take somebody who is in a state of crisis, whether it's a drug problem or an emotional problem, rather than having an officer take them to jail and then be transferred to a hospital for an involuntary hold which puts the person in the justice system. Bill Valdez said there are communities looking at something along those

lines and DLR is working with Clark County, Washington and they are doing a lot of things with stable housing. They just finished planning their jail and they're calling it an ATR (Adult Transition and Re-Entry) facility which has their minimum security housing tower as well as some transitional housing associated so when they get released out of jail if they don't have stable housing they can transition back in and stay in this housing so they are not homeless or creating crimes. They are able to transition out as well as being able to provide a clinic-base for providing mental health as well as health support systems and make sure they are having their pharmaceutical services for 30 days versus the standard 3 days so hopefully they can maintain their mental health balance and be set up to succeed. Part of that is meeting with the community to make sure we understand what systems are already in place in the community and how can this facility augment and support those frameworks. Clark County has 28 different community based programs that provide services within the jail, and their existing jail can house 3-4 at any one time. A big part of the programming and planning was how to provide space so the agencies can provide wraparound support services so the individuals are on the best path possible. If they can transition back into the community and don't come back that helps you maintain a smaller and more efficient facility because your recidivism rate is controlled. Commissioner Dale said he's found that people don't want to support a warehouse for people but they would support a project that will help them establish a stable life pattern and so that's going to be key in our efforts. Mr. Valdez said a lot has changed over the last 10 years, and discussions will be held to determine the highest and best use and best value for the existing facility because it probably has a lot of life still in it just not as a jail. Justin Stranzl said we need to structure this in a way that the public has buy in. There has been a lot of talk over the last several years about what needs to happen with the jail so this isn't going to come as a surprise to the voters because we've already done the hard first step of awakening everybody to the fact that there is an issue with the jail and something needs to be done. We will do the needs assessment now and incorporate the public to get buy in and then ideally develop a plan. The education effort is not just inviting to people to look at renderings, there needs to be a road show of sorts to educate the public as best as possible on what that measure is and also to educate them on what a "no" vote means. We need to find volunteers and those who can help push it forward, such as service organizations. Mr. Valdez said they are able to apply some of the knowledge they developed during the previous study to what the current needs are. Commissioner Dale asked how LEED (Leadership in Energy and Environmental Design) will play in to this type of jail. Mr. Valdez said LEED is not as prevalent as it has been. There are others that are taking a larger role for sustainability and building environment systems which has a higher prevalence with facility design than what LEED was but they appreciate it because it got everybody thinking. Commissioner Dale said we are interested in efficiency of natural daylight, heating, cooling efficiencies, etc. Mr. Stranzl said that's where getting the community buy in will be really helpful so we can get a sense of what they support and care about. How water is treated may not be a big issue but if the public hears that staff is taking less sick time because they finally got daylight and fresh air that might resonate with people. Commissioner Dale said the big issue is turnover and with facility improvements maybe we can get people to stay longer than a year and a half. Mr. Valdez said Skagit County, Washington is about to open and they are looking for correctional officers and they received just three applications in the first two weeks. DLR put together a movie and renderings of what the environment was going to be, construction photos, etc., and the county pushed that to their website and the next week they

received 170 applications. This is not the same jail the public was used to and it became a recruiting tool. Ms. Coppenrath said the environment really makes a difference; for instance, an 800-bed jail located south of Seattle was closely based on the last plan in Canyon County, and they've experienced maybe two turnovers a year. Zach Wagoner asked what DLR will do to find the detail behind those numbers and what steps will they take to put some reality to those numbers. Ms. Coppenrath said it's all about talking to people and finding out the story. They do a lot of asking why, and a lot of listening but it's talking to the right people who understand the entire system. Mr. Wagoner asked her to talk about the phrase *true bed need* and how that came about. She said when a cap is placed on your system the entire criminal justice system changes, it's not acting normal anymore because they know they cannot send people to jail so if you rely on your existing statistic – raw data – to figure out what your future bed need is you're going to be way off because once the bed is open you have more beds and you will fill up the facility quickly and you'll be short on beds from there on out so we have to figure out what that delta is between where you are now and where should be and that's why they need to look at court records and filings to know what the jail numbers are. The true bed need is not running stats on what your numbers are now; it will not give a true bed need, it will give an artificial bed need so we need to make sure we figure out what that delta is. It's not easy because everything's changed. The moment you open a 600-bed jail the first few years you will think you should've built a bigger jail but it will normalize. Sheriff Donahue said he likes the approach on the statistical analysis and he said the Sheriff is the principle stakeholder and the other principle is the public and we have to involve them. DLR isn't a local firm but he believes there will be a commitment to have easy accessibility for the community meetings. Mr. Valdez said they will commit. Being part of the community and understanding what the community is and providing the support the County needs for outreach is part of what their industry is all about and it should be the County's expectation that the design firm will be there for it. Sheriff Donahue said the judiciary has to be involved in every aspect; they have bent over backwards for us but they can't do anymore bending, and with the immigration policies out there we have lost our bed space to rent because the federal government has bought that space and so that may be another factor to look into. Commissioner White said she has been involved in this process for the last 10 years, originally in finding the sites, and she is impressed that DLR recognizes the employees and is giving consideration to the length of time they spend in the facility and she said it's about time we give them a workplace that is safe, efficient, and sustainable. Mr. Wagoner asked DLR to describe an idea, project, or concept that they put forth that increased the return on invest. Mr. Valdez said whether it's looking at a ground source heat pump solution or a sewage heat recovery system, those things can drastically reduce your utility costs but the return is going to take you five to seven years. Is that still okay for a facility that will last 50-70 years? Is that a return on investment? That's the physical side and the other side is programming. Every additional space you have for providing dual use or even direct programmed use for those inmates is going to yield a return on investment by reducing recidivism so the cost for building those classroom spaces or meeting spaces - spaces where community resources come in and interact with the inmates with regard to providing life skills, parenting skills, and coping skills so they don't come back - that return on investment is huge and it's hard to quantify but that's the best success they look at when designing these facilities and if they can convince the owner to add one more of those spaces or environments

then that's a value. Mr. Wagoner said they want to take a long term look at this because the capital construction is just the tip of the iceberg; we have to consider the operational costs. Mr. Valdez said the capital costs are less than 10% of the lifespan costs of the facility and the small investments you make now pay off down the road. Mr. Stranzl said he worked on a bond in central Oregon and he talked about the importance of conveying what a "no" vote means and he thinks that's why they had such resounding success in Crook County because they did the math and figured out what it was costing taxpayers to rent beds and if they voted "no" we weren't going to build a new jail so we were going to be spend "x" amount per year to pay to another county. By voting "yes" they were paying for construction dollars that were going to be spent in the community and reinvesting in their own home. Real return on investment will happen if you build a building here. In closing Mr. Valdez said every one of the teams can do the job but DLR can do it better based on what they can bring to the team, their experience, and the research they've already done. The meeting concluded at 3:54 p.m. An audio recording is on file in the Commissioners' Office.

THIRD DAY OF THE MAY TERM, A.D., 2017
CALDWELL, IDAHO MAY 10, 2017

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

APPROVED CLAIMS ORDER NO. 1716

The Board of Commissioners approved payment of County claims in the amount of \$1,507,653.42 for a County payroll.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Henriksen Butler in the amount of \$4488.08 for the Development Services department
- Salt Lake Wholesale Sports in the amount of \$37,053.89 for the Sheriff's Office

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Jo's Traveling Bar to be used 5/26/17 for a wedding.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Big Al's to be used 5/19/17 for a wedding.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

17-087 Beer and Liquor License(Renewal): Tacos Y Mariscos El Compa LLC dba Tacos Y Mariscos El Compa; Jalapeno's Bar & Grill LLC dba Jalapeno's Mexican Restaurant; Firehouse Sports Pub & Pizza LLC dba Firehouse Sports Pub; Caldwell Aerie #3691 Inc. dba Fraternal Order of Eagle #3691; La Michoacana Mexican Restaurant, LLC dba La Michoacana

CONSIDER SIGNING FY17 CANYON COUNTY CAMPUS SECURITY RESEARCH PROJECT REQUEST FOR PROPOSALS ADDENDUM NO. 1; CONSIDER SIGNING RESOLUTION AUTHORIZING THE RETIREMENT OF CCSO K9 "FINA"; AND LEGAL STAFF UPDATE

The Board met today at 10:02 a.m. to consider signing the FY2017 Canyon County Campus Security Research Project Request for Proposals (RFP) Addendum No. 1; a resolution authorizing the retirement of Canyon County Sheriff's Office K9 "Fina"; and for a legal staff update. Present were: Commissioners Tom Dale and Pam White, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, Chief Deputy Sheriff Marv Dashiell, HR Director Sue Baumgart, Facilities Director Paul Navarro, IT Director Greg Rast, and Deputy Clerk Monica Reeves. The items were considered as follows:

FY2017 Canyon County Campus Security Research Project Request for Proposals (RFP) Addendum No. 1: Sam Laugheed said since the signing of the RFP we have accepted written questions and held a preproposal conference and three different firms attended and written questions were submitted by another five firms. The addendum compiles the questions we received and the answers to them. None of the questions were of any legal or operational concern; they clarified some things. There were no objections to the process. Paul Navarro said he had set aside over \$100,000 this year to fund the owner's representative for the jail expansion project but since that didn't occur we can use the funding for this project. He has also set aside money for next year because this will be a big project and how he doesn't know how much it will cost or how long it will take. Mr. Laugheed said he wouldn't be surprised if some cost proposals are in excess of what we can do. Mr. Navarro said we will look at our immediate needs and what our exposed liability is and should it be something we need to pay for over time we'll figure out what the priorities are then make a plan for the budgets that are involved (IT, Facilities, Sheriff, and Juvenile Detention) because it will be multiple years going forward. Mr. Laugheed said it could turn into a discussion about consolidating some of these functions in a central location which could involve the Board creating a department that would have input from the various stakeholders. It will be a multi-year project but this is the first phase to help us find someone to articulate the needs and weaknesses. Greg Rast said regardless of who has ownership the infrastructure has to be there for storage so he's already got the foresight of building that into a three-year tier of

wrapping up storage needs so we don't take it all in one fiscal year. Chief Dashiell said recommendations on storage needs could be factored and sized according to policies that are developed for retention purposes. Costs into the future could be adjusted by policy design and that's part of what we are hoping will be developed under a recommendation for best practice. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to sign the FY2017 Canyon County Campus Security Research Project Request for Proposals (RFP) Addendum No. 1.

A resolution authorizing the retirement of Canyon County Sheriff's Office K9 Fina: Chief Dashiell said "Fina" is a nine year old German shepherd who's starting to have hip issues and she struggles getting in and out of the patrol vehicle. With the majority of the dogs, especially the narcotics detection dogs, they aren't seeking specially trained high dollar dogs. They are looking for donations, adoption for private party, or adoption from shelters in order to keep costs low. The apprehension dogs are a different story as far as bloodlines and training and they can be expensive. "Fina" served for several years and she will stay with her handler. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to sign the resolution authorizing the retirement of Canyon County Sheriff's Office K9 "Fina". (See Resolution No. 17-086.)

Legal Staff Update:

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

Note for the record: As properly noticed the Board met today at 10:15 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. The Executive Session was held as follows:

Commissioner White made a motion to go into Executive Session at 10:15 a.m. pursuant to Idaho Code, Section 74-206(1) (d). 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 Pam white and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, H.R. Director Sue Baumgart, and Deputy Clerk Monica Reeves. The Executive Session concluded at 10:22 a.m. While in open session there was discussion about the new employee status form. This is a revision of what was formerly known as the "blue sheet" and it makes it much clearer for elected officials and department administrators who are responsible for hiring personnel. It's a good improvement and will make the flow more easily understood. Mr. Laugheed said they have been in conversation with Zach Wagoner and he agrees that the new status form does what the Auditor's Office needs as well as what HR needs and with this revised approach it does what the Prosecutor's Office needs on the legal side as well. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to approve the employee status form, a copy of which is on file with this day's minute entry. The meeting concluded at 10:23 a.m. An audio recording is on file in the Commissioners' Office.

INDIGENT DECISIONS

The Board met today at 10:47 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale and Pam White, Indigent Services Director Yvonne Baker, Indigent Customer Service Specialist Robin Sneegas, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to issue initial denials with a written form to be issued within 30 days for the following cases: Case Nos. 2017-840, 2017-866, 2017-881, 2017-726, 2017-879, 2017-957, 2017-834, 2017-843, 2017-909, 2017-910, 2017-842, 2017-868, 2017-880, 2017-841, 2017-721, 2017-871, and 2017-877. The meeting concluded at 10:49 a.m. An audio recording is on file in the Commissioners' Office.

COMMISSIONERS TO SUBMIT FY2018 BUDGET TO COUNTY CLERK

The Board met today at 1:31 p.m. to review its FY2018 budget for submission to the County Clerk. Present were: Commissioners Tom Dale and Pam White, Clerk Chris Yamamoto, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. Mr. Wagoner said budget requests are to be provided to the budget officer by May 15th so they are here today to assist the Board with the requested budget amount for FY2018. The budget review was as follows:

Commissioners' budget:

The salaries and benefits are populated based on current salaries and benefit amounts are calculated automatically. The health insurance amount is going from \$38,800 to \$69,000 and it reflects the new premium (per employee per month). We have not officially changed the 2017 budget yet, that will be done on May 22, 2017. Individual line items were reviewed and the following were the only adjustments made for FY2018:

- Shredding contract: Increased from \$0 to \$100
- Advertising: Increased the amount from \$11,000 to \$12,000
- Subscriptions: Increased the amount to \$1,000

General budget:

Individual line items were reviewed and the following were the only adjustments made for FY2018:

- Miscellaneous professional services: Reduced from \$20,000 to \$5,000
- Attorneys: Reduced from \$100,000 to \$10,000
- Advertising: Reduced from \$10,000 to \$0 (zero)
- Meals: This line item will be removed.
- Chamber dues: Increased to \$1,000
- Public lands assessment: Increased from \$27 to \$30
- Subscriptions: The line item will be removed
- Community development: Reduced from \$8,000 to \$4,000

- Western Alliance: Increased from \$22,000 to \$27,000
- Metro Community Services: Increased from \$118,000 to \$125,000
- Meals on Wheels: Increased from \$1,200 to \$1,500
- Employee appreciation: There was discussion about whether to spend tax dollars on employee appreciation lunches. The Clerk is opposed to it because of the County's policy not to allow it because we cannot control it. Commissioners Dale and White want to keep the current amount of \$3,000 in place which will cover a countywide employee appreciation lunch.
- Reserves: The amount for FY2017 was \$250,000 but in the past it's been as much as \$1 million. The Controller recommended an amount of \$500,000 be set for FY2018 and the Board agreed.
- Veteran's service office: Increased from \$0 to \$16,000. In lieu of having a veteran's service officer the Clerk recommended the County contribute \$16,000 to cover the annual utility bill for the Caldwell Veterans Hall. Commissioners Dale and White agreed.

The meeting will be continued to tomorrow at 10:30 a.m. to finish the review. The meeting concluded at 2:23 p.m. An audio recording is on file in the Commissioners' Office.

FOURTH DAY OF THE MAY TERM, A.D., 2017
CALDWELL, IDAHO MAY 11, 2017

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

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Chem-Aqua in the amount of \$1780.62 for the Facilities department

APPROVED CLAIMS ORDER NO. 5-25-17

The Board of Commissioners approved payment of County claims in the amount of \$131,594.78 for accounts payable.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

- 17-088 Beer License(Renewal): Aguililla Restaurant Inc. dba Tacos Aguililla
- 17-089 Beer and Wine License (Renewal): The Orchard House Inc dba The Orchard House; City of Nampa dba Centennial Golf Course; 44 Quick Stop LLC dba 44 Quick Stop; Prefunk Beer Bar LLC dba Prefunk Beer Bar II
- 17-090 Beer and Wine License (Renewal): Treasure Valley Road Runners LLC dba The Tower Grill; JLC Corporation dba Idaho Pizza Company; JLC2 Inc dba Idaho Pizza Company; Alejuandra's 1 LLC dba Alejandra's Mexican Restaurant; Mother Earth Brew Co LLC dba Mother Earth Micro Brews
- 17-091 Beer and Liquor License (Renewal): Fiesta Arts Ince deba Fiesta Guadalajara; Fiesta of Nampa Inc dba Fiesta of Nampa Fiesta Guadalajara; Don Ulmer dba Airport Inn
- 17-092 Beer and Liquor License (Renewal): Evergreen Restaurant LLC 1313 dba Outback Steakhouse; Aces Place Inc dba Ace's Place; BFC Nampa LLC dba Boise Fry Company; The Woodshed Bar LLC dba The Woodshed Bar; The Rusty Canteen LLC dba The Rusty Canteen; Beatriz Sandoval dba La Copa
- 17-093 Beer and Liquor License (New): TV Hotels LLC dba Holiday Inn

LEGAL STAFF UPDATE AND CONSIDER SIGNING FY2017 CANYON COUNTY FAIR CARNIVAL AGREEMENT WITH BROWN'S AMUSEMENTS INC.

The Board met today at 9:01 a.m. for a legal staff update and to consider signing FY2017 Canyon County Fair carnival agreement with Brown's Amusements Inc. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Zach Wesley, Fair Director Diana Sinner and Deputy Clerk Jenen Ross.

Consider signing FY2017 Canyon County Fair carnival agreement with Brown's Amusements Inc.:

Zach Wesley explained this contract is a renewal of the carnival contract. Last year there was an RFP process where Brown's Amusements Inc. was selected, this will be the second year with this company with a potential of 5 renewals. The terms remain the same as last year. The only change this year is that they have indicated which rides they'll be bringing. Commissioner White made a motion to sign the FY2017 Canyon County Fair carnival agreement with Brown's Amusements Inc., Commissioner Dale seconded the motion with the Board voting unanimously to sign the agreement (see agreement no. 17-035).

Legal staff update:

Mr. Wesley spoke about the Planning and Zoning Commission interviews taking place later today; he wanted to follow-up with the Board regarding an attorney that applied. Mr. Wesley confirmed he is not licensed in Idaho and looks to only be licensed and practicing in Oregon. He requested that the Board confirm the residency requirement of 2 years living in the county. Commissioner Dale expects that Director Nilsson will help with the residency requirements as far as who can serve from which area of the county. A plan has been laid out for staggering the term of the P&Z commission so they won't all expire at the same time again. With the interviews today, only one of the applicants meets the residency

requirement but the thought is that they can all be interviewed now so that when a vacancy comes open interviews won't have to be conducted at that time.

The meeting concluded at 9:09 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING ENTERTAINMENT CONTRACT WITH JASON BUCKALEW FOR THE CANYON COUNTY FAIR

The Board met today at 9:17 a.m. to consider signing an entertainment contract with Jason Buckalew for the Canyon County Fair. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Zach Wesley, Fair Director Diana Sinner and Deputy Clerk Jenen Ross. Zach Wesley said this is a standard contract with 3 nightly performances of 90 minutes each. Commissioner White made a motion to sign the entertainment contract with Jason Buckalew for the Canyon County Fair, the motion was seconded by Commissioner Dale with the Board voting unanimously to sign the agreement (see agreement no. 17-036). The meeting concluded at 9:20 a.m. An audio recording is on file in the Commissioners' Office.

MEETING TO ESTABLISH RANKING OF STATEMENTS OF QUALIFICATIONS PROPOSERS - JAIL NEEDS CONCEPT DESIGNS

The Board met today at 10:03 a.m. to establish ranking of Statements of Qualifications proposers - Jail Needs Concept Designs. Present were: Commissioners Tom Dale and Pam White, Sheriff Kieran Donahue, CCSO Lt. Andy Kiehl, Controller Zach Wagoner, Facilities Director Paul Navarro, Chief Deputy P.A. Sam Laugheed, PIO Joe Decker and Deputy Clerk Jenen Ross. Mr. Laugheed explained that in early April the Board elected to secure a needs assessment professional who could also provide some design services. He is asking that today the Board go thru the written score sheets with the review committee's scores and averages, there is also a written summary in regards to each presentation.

Space planning and concept design:

Sheriff Donahue feels the presentations were helpful in evaluating each group and what they each bring to the table; he feels that DLR had the most precise presentation and brought the most to the table in being able to look at not only where we're at today but where we need to be in the future and how they, as a team, plan to evaluate all those things and how to coordinate and implement that into a needs assessment. Director Navarro felt that DLR was able to hit all the necessary bases evenly as far as design and planning and there was good balance among the DLR staff. Zach Wagoner felt that DLR really looked at the population numbers and took the time to understand the "why" behind them. Commissioner Dale likes that DLR realized they need to look deeper than just the numbers on the surface because to a certain extent they are artificial numbers. Sheriff Donahue liked that they also had a focus on the jail staff and how it has a large bearing on their state of mind in regards to recruitment, retention and overall health of the system and how that can affect the county's bottom line and the judicial system in general.

Consultant's staff:

Director Navarro felt that the DLR team will be able to have a good working relationship with all the stakeholders such as the Sheriff, his command staff, Commissioners and ADJ. The committee did not feel as though the other firms had quite the right team to work with this particular group of stakeholders on this project. Commissioner White felt very comfortable with DLR and thought their plan has a good flow that will translate well to both the county and the community. Zach Wagoner felt like there was consensus, connection and energy between DLR and the committee. Commissioner Dale stated you have to be able to engage the public for this sort of project and he believes DLR will be the firm to accomplish that. Andy Kiehl said there was cohesiveness to the DLR team. Paul Navarro likes the idea of bringing together a focus group of citizens, inmates or family members of inmates or people who've been previously incarcerated for their input on the jail or what may be needed for a better facility. It was noted that the architect was present for the DLR and LCA presentations but there was no architect present during the CGL presentation and having the architect present afforded the committee the opportunity to think about what that relationship may be like. Another distinction that was noted is that LCA and DLR both have long standing team relationships while this would have been Dr. Beck's first project with CGL and there were some concerns about Dr. Beck's ability to communicate effectively with the Sheriff's Office staff. Commissioner Dale likes that he saw a complete team approach from DLR and you could tell that they are a very cohesive team who are comfortable working together, additionally they are located relatively close in Seattle. Commissioner White said there was an energy with DLR and there was an excitement in the anticipation of receiving the information and there will be a solid foundation of the county needs going forward.

Statement of approach:

Sheriff Donahue spoke about the reuse of the current jail facility and what needs to be done with it and DLR included this in their proposal. Mr. Wagoner said this is a project of major importance to the county for the next 50 years and felt like DLR really understood that principle and concept. Sheriff Donahue liked that DLR looked at the project from a different perspective asking what the cost would be if we don't build a jail. What is the cost to the taxpayer? What is the cost to the judicial system? What is the cost overall into the future? DLR also looked at the population growth and how to account for that in keeping public safety paramount. Commissioner Dale liked that DLR seemed to really be proactively looking ahead, they won't be waiting for the stakeholders to tell them who to speak with.

Mr. Laugheed stated that the average score for DLR Group is 9, CGL had an average score of 7 and LCA had an average score of 6 and at this point the Board has the opportunity to consider a motion whether to adopt the recommendation or have further discussion. If the Board decides to make the motion then notice would be provided to all three firms notifying them of today's motion and vote and then negotiations would begin with the highest ranked firm to establish a price that is within the statutory structure and that works for the county; at that point the other firms could determine if they had any legal objections to the process. Mr. Laugheed did note that as of this time the county has not received any legal objections to the process to this point. If we were unable to come to an

agreement with the top ranked firm then we would move on to the second highest ranked firm.

Commissioner White made a motion that the Board finds and concludes that each proposer is objectively competent and qualified to provide the requested services. The County would gladly work with any or all of them in the future as project and circumstances would allow. The review committee second round average score for each of the proposers in this evaluation area which was experienced staff and approach be adopted for the reasons that are already listed into the record and the Board would issue it's notice of ranking pursuant to Idaho Code 67-2320 for this project and the order is as follows: the first would be DLR, second would be CGL and third would LCA. The motion was seconded by Commissioner Dale with the Board voting unanimously to move ahead with the committee's recommendation with negotiations with DLR to begin immediately. The meeting concluded at 10:30 a.m. An audio recording is available in the Commissioners' Office.

COMMISSIONERS TO SUBMIT FISCAL YEAR 2018 BUDGET - CONTINUED FROM MAY 10, 2017

The Board met today at 10:38 a.m. to submit the fiscal year 2018 budget which was continued from May 10, 2017. Present were: Commissioners Tom Dale and Pam White, Clerk Chris Yamamoto, Controller Zach Wagoner and Deputy Clerk Jenen Ross. Zach Wagoner reviewed the following funds:

Justice fund:

The Sheriff, Public Defender and the Misdemeanor Probation department are paid out of the Justice fund. Within this fund there is a reserve line for any unanticipated or unexpected justice related expenditures. \$250,000 was budgeted last year and Mr. Wagoner recommends keeping that the same.

Southwest Health District: Increased from \$941,000 to \$945, 848

Melba Gopher District: This is a separate taxing district, only taxpayers in Melba contribute to this fund. \$12,000 has been levied for pest and gopher control in the Melba area.

Animal Shelter: Payments directly to the shelter will remain at \$200,000 with an additional \$50,000 added to the county's facility budget for maintenance and upkeep at the shelter.

Tort fund: This is for ICRMP, there is a 9% increase from last year. The justification for the increase is that county payroll has increased. In addition to the regular premium additional monies are added for the following:

- *Litigation fees:* \$50,000
- *Reserve line:* \$150,000

Historical Society fund: Property tax is levied to support local historical societies. For FY2017 the budget was \$90,500. No dollar amount was assigned today.

The meeting concluded at 11:16 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION – PERSONNEL MATTER: CONDUCT PLANNING & ZONING
COMMISSION CANDIDATE INTERVIEWS

Commissioner White made a motion to go into Executive Session at 1:36 p.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 Dale and White voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale and Pam White, DSD Director Tricia Nilsson and Deputy Clerk Jenen Ross. Brian Sheets arrived at 1:37 p.m. and left at 2:02 p.m. Rick Fried arrived at 2:03 p.m. and left at 2:30 p.m. John Carpenter arrived at 2:31 p.m. and left at 3:00 p.m. The Executive Session concluded at 3:03 p.m. with no decision being called for in open session.

FIFTH DAY OF THE MAY TERM, A.D., 2017
CALDWELL, IDAHO MAY 12, 2017

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

Commissioners attended the District III Elected Officials meeting

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- R&H Wholesale in the amount of \$1856.40 for the Facilities department
- Pluralsight, LLC in the amount of \$12,064.00 for the Information Technology department
- Idaho Tower Construction Co. in the amount of \$19,935.46 for the Information Technology department

APPROVED CLAIMS ORDER NO. 5-25-17

The Board of Commissioners approved payment of County claims in the amount of \$64,482.43 for accounts payable.

APPROVED CLAIMS ORDER NO. 5-12-17

The Board of Commissioners approved payment of County claims in the amount of \$22,295.68 for accounts payable.

SIXTH DAY OF THE MAY TERM, A.D., 2017
CALDWELL, IDAHO MAY 15, 2017

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

APPROVED FEBRUARY 2017 TERM COMMISSIONER PROCEEDINGS AND SYNOPSIS

The Minutes of the Fiscal Term of February 2017 were read and approved and found to be a proper record of the proceedings of the Board of Commissioners of Canyon County, Idaho. Also approved was the synopsis for publication. Minutes of the Board of Canyon County Commissioners' meetings are on file in the Commissioners' Office and may be viewed upon request.

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 Clerk Jenen Ross, Sr. Administrative Specialist Jamie Miller, and Deputy Clerk Monica Reeves. The Board reviewed this week's schedule with staff. Joe Decker reported on the following communication issues: The Idaho Statesman has talked to Fleet Director Mark Tolman about doing a story on drones (unmanned aerial systems) in law enforcement; an election will be held on Tuesday; he will attend an LEPC meeting on Wednesday; a media professor at the University of Idaho is doing a documentary on the Steven Nelson case; and he will meet with Amy Stahl from St. Luke's to talk about Region III mental health crisis issues. Commissioner White said Representative Youngblood talked to her about that and they want to have it outside the hospital somehow. Sometimes one midnight is all they are allowed but they may need a few days to get the person stabilize. This will come out during some of the needs assessment discussions about the possibility of having a crisis center connected to a medical facility in a new jail for possible use as a regional facility. Commissioner White has discussed this with Representative Christie Perry and she mentioned the possibility of sitting on a committee. Mr. Decker said the law enforcement memorial ceremony will be held Friday, and he spoke to Kevin Miller regarding an interview about flooding, which Lt. Schorzman can handle. They are supposed to increase flows of the Boise River by 600 cubic feet and that could impact us. There are approximately 50 boxes of the Canyon County History book and the Parks

Department wants to know if they can sell them at their gift shop and whether the money needs to be reimbursed to the County or if the proceeds from the sale can be used to offset their bus scholarship fund. Commissioner White said we need to ask legal counsel to be sure. Commissioner Dale said if the funds came back to the general fund it would be insignificant but it could make a difference on the bus costs for the school and that would be selling point that the proceeds will help bring kids to visit the park. The meeting concluded at 8:48 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING TETRA TECH CHANGE ORDER #10 FOR TITLE V (TIER 1) PERMIT APPLICATION SERVICES FOR THE PICKLES BUTTE LANDFILL, AND CONSIDER SIGNING INDEPENDENT CONTRACTOR AGREEMENT WITH STERICYCLE, INC.

The Board met today at 9:00 a.m. to consider signing the Tetra Tech Change Order #10 for Title V (Tier 1) permit application services for the Pickles Butte Landfill, and to consider signing an independent contractor agreement with Stericycle, Inc. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Brad Goodsell, Deputy P.A. Mike Porter, Landfill Director David Loper, Chad Schwend from Stericycle, DSD Director Tricia Nilsson, and Deputy Clerk Monica Reeves. The items were considered as follows:

Tetra Tech Change Order #10: This is related to the air quality permit, they will assist with getting it accomplished in the correct manner. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to sign the Tetra Tech Change Order #10 for Title V (Tier 1) air quality permit application services for the Pickles Butte Landfill.

Independent Contractor Agreement for Stericycle, Inc.: This is for the household hazardous waste collection day event that will be held on June 10, 2017 at the Ford Idaho Center. The cost estimate is based on last year's event and it's primarily pass through costs. It is being treated as a sole source procurement; notice was published in the Idaho Press-Tribune that the Board would consider taking comments on the agreement today. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to close the hearing given no one was present to object. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to sign the independent contractor agreement for Stericycle, Inc. (See Agreement No. 17-037.)

Resolution to issue a refund for a commercial building permit for ESI, Inc. – They overpaid their fees by \$250 for the pallet mill. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to sign the resolution to issue a refund for a commercial building permit for ESI. (See Resolution No. 17-094.)

EXECUTIVE SESSION – PERSONNEL MATTER, REGARDING ACQUISITION OF AN INTEREST IN REAL PROPERTY, RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION

Note for the record: As properly noticed the Board met today at 9:19 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter, regarding acquisition of an interest in real property, 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 9:19 a.m. pursuant to Idaho Code, Section 74-206(1) (a), (b), (c), and (d). 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 Pam White and Tom Dale, Deputy P.A. Mike Porter, Deputy P.A. Brad Goodsell 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.

MONTHLY MEETING WITH DIRECTORS OF JUVENILE PROBATION AND MISDEMEANOR PROBATION TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION AND TO CONSIDER SIGNING UNITED WAY OF TREASURE VALLEY INC. AGREEMENT TO SUPPLY FISCAL SPONSORSHIP TO THE CANYON COUNTY JUVENILE PROBATION DEPARTMENT FOR TRUANCY PREVENTION MONTH "KICKBALL TOURNAMENT"

The Board met today at 10:05 a.m. for a monthly meeting with the Directors of Juvenile Probation and Misdemeanor Probation to discuss general issues, set policy and give direction and to consider signing the United Way of Treasure Valley Inc. agreement to supply fiscal sponsorship to the Canyon County Juvenile Probation department for truancy prevention month "kickball tournament". Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Zach Wesley (left at 10:11 a.m.), Chief Juvenile Probation Officer Elda Catalano, Project Coordinator Mike Davidson, Sr. Juvenile Probation Officer Brittany Sandoval, Director of Misdemeanor Probation Jeff Breach and Deputy Clerk Jenen Ross. Ms. Catalano explained they would like to do the 2nd annual truancy prevention kickball tournament and create a partnership with the United Way to help with the management of the funds. Mr. Wesley has reviewed the agreement and the benefit to donors could be a tax deductible donation by donating to the United Way. The United Way will open an account and will manage the payments and donations. Any remaining funds will stay with the United Way. Funds raised will go towards food and activities at the event. Commissioner White made a motion to sign the United Way of Treasure Valley Inc. agreement to supply fiscal sponsorship to the Canyon County Juvenile Probation department for truancy prevention month "kickball tournament". The motion was seconded by Commissioner Dale with the Board voting unanimously to sign the agreement (see agreement no. 17-038).

Director Breach updated the Board on the following items: His department is still working on getting prepared for the Odyssey program coming online. They have two super users trained to help with the transition. The Supreme Court is working on uploading Canyon County forms and templates which will be happening throughout the summer. Two employees have recently gone thru LSI training and with that the county will be able to use a different version of the LSI form that is not copy written. He feels the move over to Odyssey will be fairly smooth; they are still working out how to accommodate all the pre-

existing cases into Odyssey. Director Breach has budgeted for CMS for FY2018 and then 2 licenses for the next few years going forward. Numbers are down, they finished last month with 985 people on supervised probation with approximately 600 warrant cases.

Ms. Catalano updated the Board on the following items: The community service officer has been seeing a huge increase in graffiti in Caldwell. Ms. Catalano will be meeting with Caldwell PD to discuss help with equipment for cleanup as the county doesn't have the equipment to properly clean it up in the hopes that the city will purchase the product to clean the graffiti and the county will provide the manpower. There is a non-profit, the Community Builder, that is opening a teen homeless shelter and will have an open house this Saturday which Ms. Catalano will attend. There have been some questions lately as to what State funding can be used for and she would like to invite the director of the Idaho Department of Juvenile Corrections to come in and have a discussion about the proper use of funding. The Board thought this would be a good meeting to have. The meeting concluded at 10:25 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 10:36 a.m. for a monthly meeting with Fleet director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Pam White, Fleet Director Mark Tolman and Deputy Clerk Jenen Ross. Director Tolman updated the Board on the following items: He recently had one technician return from medical leave. There was a meeting Friday with the Controller and HR to discuss compression issues within his department. He has been working with the other directors and elected officials to see what their needs may be for the upcoming year. Commissioner White asked if Mr. Tolman has been watching to see how the lease program is running at the City of Nampa. He said he has been watching to see how that goes and feels it may work for administrative vehicles but feels we're still better off owning the core vehicle as they are outfitted for a specific job. Director Tolman has indicated that he has a copy of the lease that was worked out for the City of Nampa so the "wheel doesn't have to be re-invented" if the county should choose to go that direction, the Board has requested to see a copy of that lease as they feel it's an option that's still on the table. The meeting concluded at 10:47 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING FINAL PLAT FOR WIND RIVER ESTATES SUBDIVISION, CASE NO. PH2016-58

The Board met today at 11:05 a.m. to consider signing the final plat for Wind River Estates Subdivision, Case No. PH2016-58. Present were: Commissioners Tom Dale and Pam White, DSD Planner Deb Root, TJ Wellard, and Deputy Clerk Monica Reeves. Deb Root said the applicant has completed the conditions of approval from the preliminary plat approval. The improvements have been completed; the road is in, the irrigation has been established, the road user's maintenance agreement and the water user's maintenance agreement are

contained within the CCRs and they have been recorded. The plat is ready for Board's signature. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to approve the final plat for Wind River Estates Subdivision, Case No. PH2016-58. The meeting concluded at 11:06 a.m. An audio recording is on file in the Commissioners' Office.

SEVENTH DAY OF THE MAY TERM, A.D., 2017
CALDWELL, IDAHO MAY 16, 2017

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

APPROVED CLAIMS ORDER NO. 5-25-17

The Board of Commissioners approved payment of County claims in the amount of \$127,201.09 for accounts payable.

APPROVED CLAIMS ORDER NO. 5-19-17

The Board of Commissioners approved payment of County claims in the amount of \$324.00 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Franklin Building Supply in the amount of \$2300.40 for the Facilities department

MONTHLY MEETING WITH DIRECTOR OF JUVENILE DETENTION TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION AND TO CONSIDER SIGNING MEMORANDUM OF UNDERSTANDING BETWEEN SOUTHWEST DISTRICT HEALTH AND SOUTHWEST IDAHO JUVENILE DETENTION CENTER'S PAT ANDERSEN SCHOOL

The Board met today at 2:05 p.m. for a monthly meeting with the Director of Juvenile Detention to discuss general issues, set policy and give direction and to consider signing a Memorandum of Understanding between Southwest District Health and Southwest Idaho Juvenile Detention Center's Pat Andersen School. Present were: Commissioners Tom Dale and Pam White, Director of Juvenile Detention Steve Jett, Deputy P.A. Zach Wesley, Ana Vidales with Southwest District Health, Carol Julius with Southwest District Health and Deputy Clerk Jenen Ross. Director Jett said this MOU will allow the

detention center to add the 'Reducing the Risk' curriculum to the schooling portion of their program. It will be an opt-in program where parents will have the option of having their child take part in the curriculum. It is an abstinence based program and he feels like the kids in his custody could really benefit from the program. The program will be taught by Ms. Vidales from SWDH. Mr. Wesley explained the purpose of the MOU is because the program is grant funded and SWDH is required to have an MOU in order to receive the funding. Commissioner White made a motion to sign the Memorandum of Understanding between Southwest District Health and Southwest Idaho Juvenile Detention Center's Pat Andersen School. Commissioner Dale seconded the motion with the Board voting unanimously on the motion (see agreement no. 17-039).

Director Jett updated the Board on the following items: He has four new hires and the "blue sheets" will be coming before the Board soon. Additionally, he believes he has a solution to some of the issues they've had with the compensation study and will be speaking with Zach Wagoner about his recommendations. The meeting concluded at 2:23 p.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 2:33 p.m. for a monthly meeting with the Public Defender to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Pam White, Public Defender Tera Harden, Chief Deputy Public Defender Krista Howard, Office Administrator Deepak Budwani and Deputy Clerk Jenen Ross. Ms. Harden provided the Board with a review and breakdown of budget numbers with the largest expense being on conflict counsel. They are over budget on hotel, mileage, airfare and per diem but a lot of the trainings have been low or no cost to the county. This summer they will be replacing all of their laptops as the ones they currently have are about 3 years old and at end-of-life; the new computers will need to be compatible with the new Odyssey system. Approximately half of the funding for the new computers will come from the Public Deference grant. Ms. Harden also gave a review and breakdown of minutes spent on cases, active caseloads, and types of cases conflicted out, number of open cases in JustWare, number of cases in specialty courts and the total number of cases.

A request was made to go into Executive Session to discuss a personnel matter and to communicate with legal counsel regarding pending/imminently likely litigation. The Executive Session was held as follows:

Commissioner White made a motion to go into Executive Session at 2:03 p.m. pursuant to Idaho Code, Section 74-206(1) (b) and (f). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Dale and White voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale and Pam White, Public Defender Tera Harden, Chief Deputy Public Defender Krista Howard and Office Administrator Deepak Budwani. The Executive Session concluded at 3:26 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.

EIGHTH DAY OF THE MAY TERM, A.D., 2017
CALDWELL, IDAHO MAY 17, 2017

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

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

- 17-095 Beer and Wine License (Renewal): Little Saigon Vietnamese Restaurant LLC dba Little Saigon Vietnamese Restaurant; Intermountain Food Stores Inc. dba Franklin Junction; Intermountain Food Stores Inc dba M&W Markets #6; Koenig Vineyards dba Koenig Vineyards
- 17-096 Beer and Wine License (Renewal): Stinker Stores Inc. dba Stinker Store #75; Stinker Stores Inc. dba Stinker Store #60; Stinker Stores Inc. dba Stinker Store #48; Stinker Stores Inc. dba Stinker Store #44; Stinker Stores Inc. dba Stinker Store #41; Heather Zimmerman dba The Garage Café; Wild Heart Springs LLC dba Wild Heart Springs LLC
- 17-097 Beer Wine License (Renewal): Albertson's LLC dba Albertson's #103; Albertson's LLC dba Albertson's #176; Albertson's LLC dba Albertson's #1602; Albertson's LLC dba Albertson's #166; Stinker Stores Inc. dba Stinker Store #113; Stinker Stores Inc. dba Stinker Store #180; Stinker Stores Inc. dba Stinker Store #82
- 17-098 Beer License (Renewal): La Ranchera Nampa Inc dba La Ranchera Nampa; Carniceria Mi Tierra Inc. dba Carniceria Mi Tierra; Tacos El Rey LLC dba Tacos El Rey Restaurant #5
- 17-099 Beer and Liquor License (Renewal): The Getaway Bar & Grill Inc. dba The Getaway; Red Robin Internantional Inc. dba Red Robin America's Gourmet Burgers and Brews; GMRI, Inc dba The Olive Garden Italian Restaurant #1731; Frank's Restaurants LLC dba Wing Nutz

LEGAL STAFF UPDATE AND OPEN PROPOSALS FOR THE FY17 CANYON COUNTY CAMPUS SECURITY RESEARCH PROJECT

The Board met today at 9:02 a.m. to conduct a legal staff update and to open proposals for the FY2017 Canyon County Campus Security Research Project. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Mike Porter, Chief Deputy Sheriff Marv Dashiell, and Deputy Clerk Monica Reeves. There was a brief discussion about a request for a credit card for the office manager for the Public Defender department. It was decided that

rather than issuing the card to the office manager, the card will be issued to the Interim Public Defender who will be named on June 2. The Board opened proposals from the following companies for the Canyon County Campus Security Research Project:

Clearpath Global, LLC
8133 Leesburg Pike, Suite 600
Vienna, VA 22182
Received on May 16, 2017 at 4:30 p.m.

Security Design Solutions
17 Pinecrest Drive
Covington, LA 70433
Received on May 16, 2017 at 3:25 p.m.

Jensen Hughes
475 Bond Street
Lincolnshire, IL 60069
Received on May 16, 2017 at 10:05 a.m.

Affiliated Engineers, Inc.
10 South LaSalle Street, Suite 2700
Chicago, IL 60603
Received on May 16, 2017 at 2:20 p.m.

Burns McDonnell
9400 Ward Parkway
Kansas City, MO 64114
Received on May 16, 2017 at 10:05 a.m.

The Board received an email from Michael Ulwelling with Triad Consulting stating their proposal will be here by 10:00 a.m. The proposal was sent overnight but it may not be here by 9:00 a.m. Mike Porter said as long as we make a record to emphasize we retain the right to waive certain defects the County can take advantage and accept the proposal after the deadline. Mr. Porter said the review committee will review the proposals using the criteria and on May 31, the Board will consider issuing a notice of intent to award the contract. Chief Dashiell said the Sheriff's Office has been put in the bad position of being a custodian of record for all of the camera systems in theory and they would like to move away from that. It was suggested that perhaps the County should have a security department that would have a centralized access to the camera systems, with an exception for the detention centers, and to determine whether it could be incorporated into the door access points and the security of the entry into the different facilities, including the remote sites. Much of the camera system was developed in the last decade through homeland security funding but since that time it has been piece-meal and some departments have bought and installed off-the-shelf systems and they are expecting other departments to maintain them. Another issue that needs to be addressed is how requests for records are handled as they pertain to camera system photos/video. The intent of the RFP process is to get some direction on the best

practices that are out there. Commissioner Dale asked if outsourcing is a possibility. Chief Dashiell said there was some talk of that but it was recommended we go through an RFP process so the Board can see what options are out there, and perhaps see if it would be more feasible to outsource and have a private firm monitor, or, possibly develop a new department that would take care of this. The meeting concluded at 9:19 a.m. An audio recording is on file in the Commissioners' Office.

NOTE: In addition to the five proposals that were opened on the record, the following three companies submitted proposals that were received after the deadline and after the proposal opening:

Triad Consulting and System Design Group, LLC
2925 Mira Vista Way
Corona, CA 92881

Vantage
201 Continental Boulevard, Suite 120
El Segundo, CA 90245

iParametrics
296 South Main Street, Suite 200
Alpharetta, GA 30009

All eight (8) proposals were distributed to the review committee and are included with this day's minute entry.

CONSIDER INDIGENT DECISIONS

The Board met today at 9:30 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale and Pam White, Indigent Services Director Yvonne Baker, and Deputy Clerk Monica Reeves. Director Baker said a decision was rendered on May 10, 2017 for a final decision for Case No. 2017-721 but there was an error and it should have been an initial decision therefore, it is brought before the Board today as an initial denial. Additionally, the following cases were presented for initial denials: 2017-888, 2017-917, 2017-891, 2017-913, 2017-915, 2017-919, 2017-876, 2017-887, 2017-918, 2017-1003, 2017-890, 2017-885, 2017-878, 2017-914, 2017-999, 2017-889, 2017-994, 2017-883, 2017-886, 2017-884, 2017-892, and 2017-916. Commissioner White made a motion that the cases read into the record be initially denied for County assistance with a written decision to be issued within 30 days. The motion was seconded by Commissioner Dale and carried unanimously. The meeting concluded at 9:32 a.m. An audio recording is on file in the Commissioners' Office.

NINTH DAY OF THE MAY TERM, A.D., 2017
CALDWELL, IDAHO MAY 18, 2017

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

APPROVED CLAIMS ORDER NO. 5-25-17

The Board of Commissioners approved payment of County claims in the amount of \$88,496.58 and \$27,699.15 for accounts payable.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Krista Howard.

- 17-100 Beer/Wine License: Horacio Tellz Catillo dba Taqueria Janitzio; Jack & Danette Noble dba East Cleveland Beverage & Tackle; Pacific Sushi LLC dba Pacific Sushi; Intermountain Management LLC dba Fairfield Inn & Suites; Brewer's Haven Nampa LLC dba Brewer's Haven
- 17-101 Beer/Liquor License: El Tenampa Inc dba El Tenampa; TNT's Dynamite Bar & Grill LLC dba TNT Dynamite Bar & Grill; Texas Roadhouse Holdings LLC dba Texas Roadhouse; New Empire LLC dba The Blue Eye; The Bird Stop dba The Bird Stop; Whiskey River LLC dba Whiskey River; City of Nampa dba Ridgecrest Golf Club
- 17-102 Beer/Liquor License: Nampa Wings LLC dba Winger's Restaurant & Alehouse; SAS Restaurant Ventures Inc. dba Denny's Restaurant #6640; JM Assets LLC dba Garbonzo Pizza
- 17-103 Beer License: La Rosita Mexican Store Inc dba La Rosita Mexican Store
- 17-104 Beer/Wine License: Valley Wide Association Inc dba Valley Wide Cooperative; Cinema Grill Ventures LLC dba Northern Lights Cinema Grill; Idaho Golf Partners Inc. dba Timberstone Golf Course; Calswell Hospitality Group LLC dba Best Western Inn & Suites; Kanda Inc. dba Lakeshore Market; Dashmesh LLC dba Firendly Fred's; Dan's Ferry Service LLC dba Dan's Ferry Service; Krung Thai Restaurant LLC dba Krung Thai Restaurant

MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-496

The Board met today at 9:10 a.m. to conduct a medical indigency hearing for Case No. 2017-496. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, Hearing Generalist Kellie George, Customer Service Specialist Amy Brown, Attorney Mark Peterson, Kassi 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 hearing to July 13, 2017. The hearing concluded at 9:31 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-643

The Board met today at 9:35 a.m. to conduct a medical indigency hearing for Case No. 2017-643. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, Hearing Generalist Kellie George, Customer Service Specialist Amy Brown, Stephen Deville from St. Alphonsus Regional Medical Center, the applicant, and Deputy Clerk Monica Reeves. Commissioner Rule recused himself from this hearing. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to continue the hearing to June 1, 2017. The hearing concluded at 9:56 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-551

The Board met today at 10:01 a.m. to conduct a medical indigency hearing for Case No. 2017-551. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Hearing Specialist Michelle Kidd, Hearing Generalist Kellie George, Customer Service Specialist Amy Brown, Cassie Cacciopo from St. 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 June 15, 2017. The hearing concluded at 10:05 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-1705

The Board met today at 10:10 a.m. to conduct a medical indigency hearing for Case No. 2016-1705. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Hearing Specialist Michelle Kidd, Hearing Generalist Kellie George, Customer Service Specialist Amy Brown, Attorney Bryan Nickels, Stephen Deville from St. 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 uphold the denial and issue a written decision within 30 days. The hearing concluded at 10:19 a.m. An audio recording is on file in the Commissioners' Office.

INDIGENT MATTERS

The Board met today at 10:22 a.m. to consider indigent matters. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Hearing

Specialist Michelle Kidd, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to take Case Nos. 2017-529 and 2017-592 under advisement for a written decision of approval to be issued within 30 days. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to continue Case No. 2016-327 to July 13, 2017. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to place Case No. 2016-1665 in suspension. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to take the cases under advisement to uphold the original denial for the following cases: Case Nos. 2017-466, 2017-411, 2017-128, 2017-428, 2017-518, 2017-521, 2017-558, and 2017-431. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to continue Case No. 2017-588 to June 15, 2017. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board unanimously to issue a final denial on Case No. 2016-1163. The meeting concluded at 10:26 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE

The Board met today at 10:44 a.m. for a legal staff update. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy P.A. Sam Laugheed and Deputy Clerk Jenen Ross. Mr. Laugheed stated that a proposal has been received from DLR in regards to the Jail Needs Analysis. The objection period expires at 12:00 p.m. today but he is not expecting to see anything. He feels there is room to negotiate and has received a couple of suggestions from Mr. Valdez with DLR. Mr. Laugheed will be meeting with Paul Navarro, Sheriff Donahue and either Clerk Yamamoto or Controller Zach Wagoner to discuss the dollar amounts and be able to come back to the Board with a recommendation.

There was a letter signed in 2015 allowing the HR Director at that time to provide general consulting services to the Ambulance District Director prior to them hiring their own in-house HR director. The letter being signed today will allow HR Director Baumgart to consult with CCAD Director Hickey to discuss general HR concerns. It is not a contract simply a letter outlining the practices. Commissioner White made a motion to sign the letter directing the relationship in the consulting avenues between HR Director Baumgart and the Ambulance District. Commissioner Rule seconded the motion and the Board voted unanimously to sign the letter.

A request was made to go into Executive Session to discuss a personnel matter, 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 10:49 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, Chief Deputy P.A. Sam Laugheed and Deputy

Clerk Jenen Ross. The Executive Session concluded at 11:00 a.m. with no decision being called for in open session.

In regards the Campus Security RFP Mr. Laugheed explained that yesterday was the deadline for proposals to be submitted in which five were received in a timely manner. However, there were three proposals that came in late giving a total of eight proposals that were received. Mr. Laugheed's recommendation is go ahead and open the proposals to be forwarded to the research committee for initial review. They will be kept separate from the other proposals giving the Board the opportunity and leaving it to their discretion to select or deny them at a later date. The meeting concluded at 11:02 a.m. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

TENTH DAY OF THE MAY TERM, A.D., 2017
CALDWELL, IDAHO MAY 19, 2017

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

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Wall 2 Wall Flooring in the amount of \$1654.60 for the Facilities department

APPROVED CLAIMS ORDER NO. 5-25-17

The Board of Commissioners approved payment of County claims in the amount of \$13,124.96, \$41,765.41 and \$40,797.00 for accounts payable.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Eric Martinez, Andrea Pikes, Matthew Isaak, Tyler Chappel, Elijah Rolapp and Megan French.

FILE IN MINUTES

The Board filed the Treasurer's Tax Charge Adjustments by PIN for April 2017 in today's minutes.

EXECUTIVE SESSION – RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, COMMUNICATE WITH LEGAL COUNSEL REGARDING PENDING/IMMINENTLY LIKELY LITIGATION, 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 records exempt from public disclosure and attorney-client communication, communicate with legal counsel regarding pending/imminently likely litigation, and to communicate with the County's risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:

Commissioner White made a motion to go into Executive Session at 9:02 a.m. pursuant to Idaho Code, Section 74-206(1) (d), (f) 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, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:36 a.m. with no decision being called for in open session.

FY2018 BUDGET MEETING FOR THE CANYON COUNTY COMMUNITY CLINIC

The Board met today at 9:36 a.m. for the FY2018 budget meeting for the Canyon County Community Clinic. Present were: Commissioners Tom Dale and Pam White, Controller Zach Wagoner, Clinic Director Tom Bowman, Lori Bowman, Director of Clinical Operations, Hearing Specialist Michelle Kidd, Indigent Services Director Yvonne Baker, and Deputy Clerk Monica Reeves. The budget proposal for FY2018 is \$150,000, with \$75,000 for medical services and \$75,000 for the clinic's recovery center. The total operating budget is \$256,000 and their additional funding comes from donations and grant funding. Director Bowman reported on the services the clinic rendered last year. Yvonne Baker said she continues to be impressed by Tom and Lori Bowman and the impressive service the clinic provides and she sees a direct relationship between the benefits they provide and the involuntary mental holds and how it can have an impact on the patients going on holds. Commissioner Dale is not opposed to providing the additional funding but he wants to see the benefits and to know if there's a way to quantify its impact on indigent services. Director Bowman said he can provide the statistics. Director Baker said she and Director Bowman have spoken about how to reach out to the involuntary patients, such as possibly sending a letter after payment is made on the cases and including information about the wellness clinic. They do not want to overwhelm the individuals with referrals, but extend the services to possibly prevent future crisis for them. The meeting concluded at 10:00 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING A RESOLUTION TO ASSIGN AN INTERIM CHIEF PUBLIC DEFENDER

The Board met today at 10:35 a.m. to consider signing a resolution to assign Krista Howard as the Interim Public Defender. Present were: Commissioners Tom Dale and Pam White, HR Director Sue Baumgart, Chief Public Defender Tera Harden, Interim Public Defender Krista Howard, PD Office Manager Deepak Budwani, and Deputy Clerk Monica Reeves. Commissioner White said she met with Ms. Howard and found her to be direct, forthcoming, and genuine, and Commissioner Dale said the Board has high confidence in her abilities. Commissioner White made a motion to sign the resolution that appoints Krista Howard to be named Interim Chief Public Defender, and accorded the at-will benefit and obligation of such position in all respects for its duration, including salary, beginning June 2, 2017 for and until such time as the Board's appointment by Resolution of a new Chief Public Defender is given effect or the Board elects otherwise. Neither this temporary appointment, nor the Board's expectation that Ms. Howard's at-will employment be restored to regular status, including salary, in the event she is not selected as the next Chief Public Defender, is a guarantee of employment for any duration. The motion was seconded by Commissioner Dale and carried unanimously. (See Resolution No. 17-105). The meeting concluded at 10:38 a.m. An audio recording is on file in the Commissioners' Office.

ELEVENTH DAY OF THE MAY TERM, A.D., 2017
CALDWELL, IDAHO MAY 22, 2017

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

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

- 17-108 Beer and Liquor License (Renewal): Victors LLC dba Victor's Hogs N Horns; Brick 29 LLC; Brick 29; La Cabana Restaurante LLC dba La Cabana Restaurante; IOU Sushi II LLC dba IOU Sushi II
- 17-109 Beer and Wine (Renewal): Target Corporation dba Target Store T-2206; Costco Wholesale Corporation dba Costco Wholesale #734; Fred Meyer Stores Inc. dba Fred Meyer #226
- 17-110 Beer License (Renewal): Jose Lopez Garcia dba El Rodeo; Smashburger Acquisition Idaho, LLC dba Smashburger #1588

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:34 a.m. for a Commissioners office staff meeting. Present were: Commissioners Tom Dale and Steve Rule, Commissioner Pam White arrived at 8:40 a.m., PIO Joe Decker, Sr. Administrative Specialist Jamie Miller and Deputy Clerk Jenen Ross. The Board reviewed this week's schedule with staff. Joe Decker reported that he will be

assisting the Sheriff with an Idaho Press-Tribune interview. He will attend the Elected Officials meeting later today. He asked if there is anything that needs to be addressed in regards to the interim Public Defender. The Board doesn't feel there is any need to do an additional story and would prefer to just make an announcement when the Public Defender is officially appointed. He is working with Juvenile Probation on their Facebook page, additionally there has also been a social media policy developed stating that any departments under the Board will add Mr. Decker as an administrator. The Sheriff has requested that he attend the National Sheriff's Association conference on June 26th in Reno to help with a story on the Crime Victim Services award that the Sheriff's Office will be receiving. The Board is okay with this as long as all costs come out of the Sheriff's budget. The meeting concluded at 8:42 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE AND CONSIDER SIGNING A RESOLUTION TO ADOPT CHANGES TO THE JOB DESCRIPTION, TITLE AND SALARY RANGE TO EIGHT POSITIONS IN THE PROSECUTING ATTORNEY'S OFFICE

The Board met today at 9:02 a.m. for a legal staff update and to consider signing a resolution to adopt changes to the job description, title and salary range to eight positions in the Prosecuting Attorney's Office. Present were: Commissioners Tom Dale, Pam White and Steve Rule, P.A. Bryan Taylor, HR Generalist Demi Etheridge, Deputy P.A. Zach Wesley and Deputy Clerk Jenen Ross.

Consider signing a resolution to adopt changes to the job description, title and salary range to eight positions in the Prosecuting Attorney's Office:

Bryan Taylor explained that this is something they've been working on the past couple of years with the idea of merging multiple job descriptions into one. There are three factors that have contributed to needing this change including the restitution program, changes to the FSLA standards which requires Victim Witness Coordinators to be classified as non-exempt vs. exempt as they've previously been and a constitutional change they are anticipating known as 'Marsy's Law' which is going to require his office to provide a numerous amount of services for victims. Currently, there are two different categories, one called Victim Witness Coordinators and the other known as Restitution Coordinators, they are doing essentially the same job and the goal is to just merge the two. There are no new positions being created it's really just a clerical revision. Commissioner White made a motion to sign the resolution to adopt changes to the job description, title and salary range to eight positions in the Prosecuting Attorney's Office. Commissioner Rule seconded the motion with the Board voted unanimously to sign the resolution (see resolution no. 17-106). There were no items for discussion for the legal staff update. The meeting concluded at 9:11 a.m. An audio recording is on file in the Commissioners' Office.

MONTHLY ELECTED OFFICIALS' MEETING

The Board met today at 9:33 a.m. for the monthly elected officials meeting. Present were: Commissioners Tom Dale and Pam White, Clerk Chris Yamamoto, Coroner Vicki DeGeus-Morris, Treasurer Tracie Lloyd, Prosecuting Attorney Bryan Taylor, Sheriff Kieran Donahue, Chief Deputy Sheriff Marv Dashiell, Assessor Brian Stender, Controller Zach Wagoner, PIO Joe Decker, Chief Deputy Clerk Drew Maffei and Deputy Clerk Jenen Ross.

County-wide Budget submissions

Controller Zach Wagoner provided a handout showing the comparison between FY2017 and FY2018 and gave a report on the County budget submissions to this point. There is a hearing this afternoon in which the 2017 budget adjustments will be considered. There is approximately \$5 million in adjustments with \$4 million primarily for health insurance and \$1 million for the indigent fund. The most significant changes between FY2017 and FY2018 is to the salaries and benefits. Early numbers show a \$4.4 million dollar increase in salaries and benefits, \$3 million of that is from the compensation study and about \$1.5 million is for new positions that have been requested for FY2018. Proposed changes would have to be compensated by an increased property tax, \$4.4 million would be for salaries and benefits but that doesn't include the indigent fund which could be an additional \$2-3 million. Commissioner White asked about capital expenditures, Mr. Wagoner explained that the 2017 project was the jail expansion project which was funded with fund balance. There is still \$6 million remaining and Mr. Wagoner asked if that should be assigned to construction projects or if it should be allocated to different uses. Commissioner Dale feels it should stay as construction projects because a jail still needs to be built and he thinks there would be a better community perception in regards to a bond if the county "has some skin in the game". He doesn't like the idea of it being used operationally because that budget needs to be an ongoing sustainable budget that's renewed annually and not coming out of fund balance. Mr. Wagoner said that in comparison the budget numbers for FY2017 and FY2018 are similar, however, the difference is that salaries and benefits are an ongoing permanent cost as opposed to a one-time capital expenditure; and although you shouldn't use fund balance for operational costs it could possibly be used to help ease the pain of the transition. Commissioner White asked if there are other options for not implementing the entire compensation plan, Mr. Wagoner said there are other options but the county is trying to be as consistent as possible throughout the entire county and with making changes here and there you run the risk of losing that consistency and may be working backwards instead of forward. PA Taylor stated that if the county had been addressing salaries and benefits from day one we wouldn't be in the position of having to ask for so much this year. Mr. Dashiell feels that employee appreciation days have kind of been used in lieu of employees getting raises so if the compensation plan does go thru perhaps appreciation days aren't as necessary since they are still a cost to the county. Commissioner Dale asked if Mr. Dashiell could provide numbers to him in regards to those costs. Mr. Taylor feels that the employees are the greatest commodity that the county has and taking care of them is important and although he supports the salary and benefits, he'd be willing to look at other options. Commissioner Dale asked if it's possible to estimate the increased revenue that would be generated from new construction, since there has been quite a bit of growth that should have an impact on the amount of revenue. Mr. Wagoner would estimate that revenue to be approximately \$1 million. Commissioner Dale also asked about the tax incentive program and that some of them have dropped off and are coming

back and would like to see what those impacts would be when they start paying 100%; Mr. Stender said getting an estimate of those numbers is something they could do. He said the biggest impact would be for FY2019; there is one that expired in 2016 and one that comes off this year and 4 that will come off next year. Mr. Wagoner stated that the tax exemptions expiring may not have an impact if they're in an urban renewal area. The next steps for the budget process is for the Clerk and Controller to meet with all the department administrators and elected officials to take a more detailed look at the budget requests and then budget workshops with the BOCC will take place in mid-June. Once the meetings are complete they will put together the Clerk's suggested budget. Sheriff Donahue would really like to see at least two of the employee appreciation days removed; he feels that if the compensation study goes thru that employees are being compensated and there is no longer a need for the appreciation days which would be a savings to the county. Commissioner Dale asked whether removing those days is an actual dollar savings, Clerk Yamamoto stated it's not a dollar savings it's just a lack of productivity having staff out those days. Commissioner Dale feels that giving the appreciation days are worth it if it's not actual money out the door.

Nampa City Prosecution Contract

Mr. Taylor recently sent an email to Mayor Henry, the Nampa Finance Director and the Chief of Police advising that he'd like to increase the Nampa budget for the first time in 9 years; the increase would be approximately \$30K to offset health costs and other benefits. Mayor Henry replied to the email stating that they would be sending the City prosecution contract out for RFP. There has been no further discussion, however, last week Nampa City Council had a discussion and voted 4-2 to send it out for the RFP. Mr. Taylor did not attend this meeting but Clerk Yamamoto did attend the meeting. He said that previously the city was looking for any reason to change prosecution which the county provided. The \$30K increase equates to approximately a 5% increase for the first time in 9 years which does not actually cover the added benefit cost but that came out of the Clerk's office at his suggestion. Mr. Yamamoto is suggesting the PA's Office submit a bid and they keep the dollar amount the same or slightly higher. He has spoken with some council members and let them know there is good synergy with the county prosecutor doing the City of Nampa's prosecution with how it works thru the system. Mr. Taylor's understanding is that there is no issue with the quality of service the city has been receiving and that is due to the cooperation between the PA, Sheriff and Clerk's offices. Commissioner Dale feels the PA's office should submit a proposal and be sure to delineate all of the extra value added items such as the synergy between the Sheriff's office and the jail. He also wants the city council to understand that this is bigger than just the Nampa City budget as every resident who pays taxes to the city is a county resident and how this impacts the budget of everyone. Even if there is a slight savings to the city budget he questions what the quality will be and how it will affect the county budget down the road? Mr. Taylor feels the only way the city will actually be able to save money is if they subsidize a private law firm. Sheriff Donahue spoke to the relationship between his office and PA Taylor's office, working with the judiciary every morning to keep numbers down and the benefit of having IT infrastructure, JustWare and what that could cost a private firm in licensing and how this will have an effect on the Clerk's office along with the Sheriff's office and the Public Defenders department. Mr. Taylor feels that one of the benefits the City of Nampa has is that

everything can be consolidated which makes things much more fluid; it can become much more convoluted once you have to start separating things. Commissioner Dale asked if it would be beneficial for members of the BOCC to write letters to the council members explaining the benefits of continuing to use the County PA's Office, Mr. Taylor didn't see that it would be an issue. He will start working with the Clerk and the Controller to work on a bid, within that bid he will calculate what the incremental costs will be each year and work those in so that there is a standard increase each year. Sheriff Donahue indicated he would also be willing to write a letter.

Progress of Needs Analysis and overall Justice Center plans

Commissioner Dale reported that interviews were conducted a couple weeks ago for the needs analysis; three companies were interviewed and DLR "hit it out of the ballpark", it was a unanimous decision to go with DLR. The initial proposal back from DLR came in at \$300K but he has been in contact with them and there are items within the proposal that are negotiable as far as how in-depth you go on the different options although he doesn't want to cut back too far as a really good analysis is necessary. The proposal is currently being reviewed by Chief Deputy PA Sam Laugheed and the Sheriff's office. Commissioner Dale still hopes to have a bond on the ballot this November as he feels there is good momentum and public awareness. Sheriff Donahue explained there are three different options to this: just the jail itself, jail and part of the Sheriff's office, or the jail and all of the Sheriff's office – he is hoping to meet with Mr. Laugheed this afternoon to discuss further. The Sheriff explained the public awareness portion of the proposal is a very important piece as the county and the elected officials understand the need but the public needs to understand the need and he feels that information coming from a third-party would be beneficial. Mr. Decker said he could start building the website at any time and asked what everyone would like to see on it. Mr. Taylor said he would like to see the historical aspects of the jail and to be as open and transparent with everything that's been done. Commissioner Dale would like to show that there has never been an in-depth needs analysis, there have been analysis done before but they just scratched the surface of what needs to be done. He wants people to understand that the county is doing its homework this time because the public needs to be fully informed of the need, how that need can be met, the operational costs over the next 20-30 years and construction costs. Sheriff Donahue let Mr. Decker know that his office has a lot of information that can help and would like something to show what the cost has been in not doing something over the past 7 years. The current facility is maxed out, there is nothing else that can be done to it from an operational or a maintenance standpoint; additionally it was built when there were only 90,000 people living in the county and the amount of growth needs to be accounted for.

Courthouse Security Project

Chief Dashiell said 8 proposals were received which are being reviewed and scored by the committee. There will be a meeting next Tuesday to discuss the scoring and potentially contact some references once the 3-4 companies are chosen to be submitted to the BOCC for interviews or presentations. The RFP was to evaluate the current situation, risks and vulnerabilities and recommendations for improvements with options for phase-in activities.

Elected Officials Salaries

Sheriff Donahue said that this topic was discussed at the last elected officials meeting and all were in favor with the exception of Commissioner White, who was not in attendance and Clerk Yamamoto who asked for additional time to consider his position. Clerk Yamamoto said he will not stand in the way. Commissioner White stated that it's a full-time position and there is a generation coming up that will eventually become the elected officials and we need to think seriously about how Canyon County can be the employer of choice. She does not want Canyon County to continue to be looked at as the training ground for other government agencies. She is in support of this but wants to do it in a way that is sustainable, there is parity, and that moving forward it sets a bar that is foundational for the whole aspect of employee compensation. She understands it's the big bite at the beginning that's the hardest but it's important to her that employees are compensated fairly and that their benefits are secure as that's how they're hired and the county needs to keep its word; employees need to be paid as this is where they want to be because this is where they live and they want to work local. Clerk Yamamoto explained that when the compensation study was originally done for the employees it was brought up to include the EOs but he asked them to hold off on that so that the employees could be taken care of first because he feels that sends a powerful message and at that time all the EOs agreed to that. Sheriff Donahue concurred with Commissioner White and stated that it's about the position, not the individual, it's about the longevity and the consistency and attracting qualified people to step up and take the elected positions because it's not for everyone yet someone needs to fill that role and you have to compensate them if you want the best people out there. Commissioner Dale appreciates the thought, careful consideration and methodology that was applied to the entire system of compensation throughout the county that includes the system that was developed for compensating elected officials which is justifiable, reproducible and something that can be taken out of the realm of politics and it's still a fair and equitable way to compensate these positions. There is some question about the timing, there had been some discussion about doing it at the time the budget is reopened, which would be this afternoon, or should it be delayed until October. Mr. Laugheed sent an email stating that there would be some liability possible, but in speaking with the Clerk and Controller everyone's 'A' budget has the funding already available to offset if the EOs choose to move forward at this time. Mr. Taylor would like to address the EO's salaries with the reopening of the budget so that the focus can be solely on the employees in October. Mr. Wagoner indicated that the cost for the remainder of this fiscal year would be approximately \$50,000 for all elected's salaries. Mr. Taylor's vote would be to do this with today's budget adjustment. Mr. Wagoner didn't think there would need to be another action taken with today's budget adjustment, it would just be covered under the budget that was adopted last year; it would essentially just be salary adjustment sheets for the EOs submitted to the Board. Mr. Decker asked if this is a matter that should be agendaized with the BOCC as he is concerned about the amount of attention this may bring if salary increases go thru now instead of at budget time. Sheriff Donahue doesn't believe this will be a big story and that the public understands compensation and that people get paid for what they do and that EOs have gone several years without any kind of increase. Commissioner Dale said he has not come to a conclusion as to which way he wants to go on this but would be more comfortable doing it in the regular budget process in October; he is not necessarily opposed to doing it sooner he just wants to make sure there is transparency

and making sure there is no appearance of trying to hide something. Mr. Wagoner believes the most transparent way to do this would be to include it in a formal budget development and include it in the FY2018 budget; increased salaries weren't officially included in the FY2017 budget, it would just be some adjustments and savings from vacant positions that would allow it to occur in FY2017.

Update on the Rec Yard Lid and Perimeter Fence

Sheriff Donahue reported that this project has been kind of convoluted as they've had to get engineered plans for the lid. The builder has asked for more time for the materials to be shipped in, put together and then put in place; they first asked for 2 weeks and are now asking for 6 weeks. The Sheriff feels like 6 weeks is too long but the company doesn't want to have any issues where the county comes back on them for cost. There is a meeting scheduled for today to discuss this. They could possibly start as soon as June 1st or it may be June 15th to start on the installation of the lid and then install the perimeter fence.

The meeting concluded at 10:58 a.m. An audio recording is on file in the Commissioners' Office.

CANVASS MAY 16TH ELECTION

The Board canvassed the May 16th Election results today, which are on file with this day's minute entry.

PUBLIC HEARING TO CONSIDER 2017 BUDGET ADJUSTMENTS

The Board met today at 2:03 p.m. for a public hearing to consider 2017 budget adjustments. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, Assessor Brian Stender, Chief Deputy Sheriff Marv Dashiell, Treasurer Tracie Lloyd, Treasurer's Office Manager Jennifer Mercado and Deputy Clerk Jenen Ross. Zach Wagoner explained that a couple weeks ago a notice was signed to consider adjusting the fiscal year 2017 budget and that notice has been published. The adjustments are covered by federal, state or local revenues and they will not increase FY2017 property taxes. Adjustments are as follows:

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

Mr. Wagoner explained that a lot of work is put into the county budget and they communicate regularly with the elected officials and department administrators.

Sometimes things don't always go as anticipated and there is the ability to adjust and change throughout the fiscal year as needed. No one in attendance offered any public testimony so Commissioner White made a motion to close public testimony and Commissioner Rule seconded the motion. The Board voted unanimously to close testimony. Upon the motion of Commissioner Rule and second by Commissioner White the Board voted unanimously to sign the 2017 Budget Adjustment resolution (see resolution no. 17-107). The meeting concluded at 2:16 p.m. An audio recording is on file in the Commissioners' Office.

CONSIDER AGENDA ITEMS

The Board met today at 2:17 p.m. to consider several agenda items. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley, Juvenile Detention Director Steve Jett (left at 2:23 p.m.), Misdemeanor Probation Director Jeff Breach (left at 2:23 p.m.) TCA County Manager Mary Hoffman, HR Generalist Jennifer Allen (left at 2:23 p.m.) and Deputy Clerk Jenen Ross.

Consider signing Canyon Express Drug Tests agreement for employee drug testing: Steve Jett explained there needed to be different arrangements for employee drug testing as they are not considered law enforcement; this agreement will cover Misdemeanor Probation, Juvenile Probation and Juvenile Detention. Zach Wesley said historically the county had done testing thru West Valley Medical Center but the program has been discontinued. There is a need for random testing for safety sensitive positions. HR has reviewed rates and services of different providers with this company being able to meet the county needs best. There is no need for an RFP as the cost is fairly low. Commissioner White made a motion to sign the agreement for Canyon Express Drug Tests, Commissioner Rule seconded the motion with the Board voting unanimously to sign the agreement (see agreement no. 17-040).

Consider signing agreement for provision of parenting plan and co-parenting mediation workshops between Darci Moreno and Canyon County and amended agreement for provision of Spanish parenting apart instruction in Canyon County between Maria G. Escobedo and Canyon County:

Mary Hoffman said the contract with Darci Moreno is a new contract as she will be replacing two other individuals the county had been previously contracted with. The amended contract with Maria G. Escobedo will allow for a slight increase in pay. Ms. Escobedo has been teaching the Spanish version 'Focus on Children' class for a couple years now. Compensation is paid by the revenue from the 'Focus on Children' classes. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to sign the agreement for provision of parenting plan and co-parenting mediation workshops between Darci Moreno and Canyon County (see agreement no. 17-042). Upon the motion by Commissioner White and second by Commissioner Rule the Board voted unanimously to sign the amended agreement for provision of Spanish parenting apart instruction in Canyon County between Maria G. Escobedo and Canyon

County (see agreement no. 17-041). The meeting concluded at 2:25 p.m. An audio recording is on file in the Commissioners' Office.

TWELFTH DAY OF THE MAY TERM, A.D., 2017
CALDWELL, IDAHO MAY 23, 2017

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

No meetings were held today.

THIRTEENTH DAY OF THE MAY TERM, A.D., 2017
CALDWELL, IDAHO MAY 24, 2017

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

No meetings were held today.

FOURTEENTH DAY OF THE MAY TERM, A.D., 2017
CALDWELL, IDAHO MAY 25, 2017

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

APPROVED CLAIMS ORDER NO. 1717

The Board of Commissioners approved payment of County claims in the amount of \$1,458,908.91 for a County payroll.

APPROVED SALARY RATE REQUEST AND/OR A SECURITY ACCESS REQUEST FORM

The Board approved a salary rate request and/or a security access request form for Cory Allan Flatt and Paula Rohde.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

- 17-111 Beer /Wine License (Renewal): Hat Ranch Winery LLC dba Vale Wine Company/Hat Ranch Winery; Precept Brands LLC dba Ste Chapelle Wintery; Precept Brands LLC dba Sawtooth Winery; KG Enterprises INC dba K&G Grocery; Scoria Vineyards & Winery LLC dba Scoria Vineyards & Winery; Williamson Orchards Inc dba Williamson Vineyards
- 17-112 Beer/Liquor License (Renewal): Indian Creek Steakhouse LLC dba Indian Creek Steakhouse; Hispanic Cultural Center of Idaho Inc dba Hispanic Cultural Center of Idaho
- 17-113 Beer/Liquor License (Renewal): Shewill LLC dba Slicks Bar; The Social Bar & Grill LLC dba The Social Bar & Grill
- 17-114 Beer/Wine License (Renewal): Crescent Brewery LLC dba Crescent Brewery
- 17-115 Beer/Wine License (Renewal): Burnt Lemon Grill LLC dba Burnt Lemon Grill; Campos on Lonestar dba Campos on Lonestar
- 17-116 Beer/Liquor License (Renewal): Dramas LLC dba Bootleggers
- 17-117 Beer/Wine License (Renewal): Bon Appetit Management Co dba McCain Pub

REVIEW 2017 CANYON COUNTY ASSESSED VALUES

The Board met today at 9:00 a.m. to review the 2017 Canyon County Assessed Values. Present were: Commissioners Pam White and Steve Rule, Assessor Brian Stender, Carol Mitchell from the City of Caldwell, and Deputy Clerk Monica Reeves. Assessor Stender thanked the Board for authorizing the funding for a new test server which is a huge improvement over the old test environment which was slow and unreliable. Using a PowerPoint presentation he reviewed what the values are doing overall in the cities and the County. (A copy of his PowerPoint presentation is on file with this day's minute entry.) The information included average increases, sales volume and market information, overall percentage change in gross assessed value from 2012-2017 for the cities. Outside of the cities the overall increase is 13%. Commercial/Industrial is up 8%; there is some exempt value in that 8% amount with the new investment applications that have been approved. There are 10 exemption applications this year with the potential of having more in 2018. Agricultural rates are up. The 2017 values are based up on the market for 2016; if properties sell anywhere near the listing prices then values will take massive increases again next year. We are over the assessment levels of 2008, which is the high point of the market. There is a higher percentage of residential value compared to industrial so if residential properties increase faster in value than industrial the residential folks will take a bigger portion of the tax burden and shift it off the commercial. He noted that the average increases are before exemptions being granted. Commissioner Rule asked what the assessed values might be overall. Assessor Stender said they are still working on an abstract that includes the new construction annexation portion so he's hoping to have a better preliminary abstract in a couple of weeks. He said the state reviewed the Assessor's

ratio studies and values last year and they passed at a 90% assessment level. If counties are out of compliance it can be costly. He completed his five-year plan and it has been approved. No Board action was required or taken as today's meeting was for information purposes only. The meeting concluded at 9:21 a.m. An audio recording is on file in the Commissioners' Office.

FIFTEENTH DAY OF THE MAY TERM, A.D., 2017
CALDWELL, IDAHO MAY 26, 2017

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

CONSIDER SIGNING CONTRACT WITH ALPINE CONSTRUCTION, INC. FOR SPRING 2017
CANYON COUNTY JAIL POD 5 RECREATION YARD ENCLOSURE PROJECT

The Board met today at 9:03 a.m. to consider signing a contract with Alpine Construction, Inc., for the Spring 2017 Canyon County Jail Pod 5 Recreation Yard Enclosure Project. Present were: Commissioner Pam White, Commissioner Tom Dale via conference call, Chief Civil Deputy P.A. Sam Laugheed, Captain Daren Ward, Torrie Cope with the Idaho Press-Tribune, and Deputy Clerk Monica Reeves. Sam Laugheed said none of the bids were received on time but we did get one from Alpine Construction shortly after the deadline. Paul Navarro took that bid and identified another potential contractor to see if they would bid and we ended up reducing the amount of the bid that Alpine had originally submitted and we saved between \$5,000 and \$10,000. There is concern about making sure the time the recreation yard is closed is limited to not more than two weeks and we received those assurances from Alpine that although the startup and cleanup will take some time the time in the yard would be between five days and no more than two weeks. The company owner has not had a chance to sign the contract with the new date so it was recommended that the Board sign it today and Mr. Navarro will obtain the signature prior to beginning the work. The project cost is \$77,340 for the lid, the gate, and the truss system. Captain Ward said according to jail standards the two-week period is an acceptable amount of time, and he advised that inmates will not get outdoor recreation during that time period. Commissioner Dale made a motion to sign the contract with Alpine Construction to construct the lid over the recreation yard of Pod 5. The motion was seconded by Commissioner White and carried unanimously. (See Agreement No. 17-043.) The meeting concluded at 9:08 a.m. An audio recording is on file in the Commissioners' Office.

SIXTEENTH DAY OF THE MAY TERM, A.D., 2017
CALDWELL, IDAHO MAY 30, 2017

PRESENT: Commissioner Tom Dale, Chairman – out of the office

Commissioner Pam White
Commissioner Steve Rule
Deputy Clerk Monica Reeves / Jenen Ross

APPROVED CLAIMS ORDER NO. 6-1-17

The Board of Commissioners approved payment of County claims in the amount of \$7485.72 for accounts payable.

APPROVED CLAIMS ORDER NO. 6-9-17

The Board of Commissioners approved payment of County claims in the amount of \$81,302.22, \$75,472.45 and \$98,832.37 for accounts payable.

APPROVED SALARY RATE REQUEST AND/OR A KEY REQUEST & INTERNAL SECURITY ACCESS

The Board approved a salary rate request for Lori Berry and Nichole Schwend.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Eagleview/Pictometry in the amount of \$2200.00 for the Information Technology department.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

- | | |
|--------|--|
| 17-118 | Beer/Liquor License (Renewal): BPOE of the USA 1448 Caldwell dba Caldwell Elks Lodge #1448 |
| 17-119 | Beer/Wine License (Renewal): Wal-Mart Stores Inc dba Walmart #2780; Wal-Mart Stores Inc dba Walmart #4180; Wal-Mart Stores Inc dba Walmart #3739; Wal-Mart Stores Inc dba Walmart #2781; Wal-Mart Stores Inc dba Walmart #4494 |
| 17-120 | Beer/Wine License (Renewal): Gallego's Meat Market LLC dba Gallegos Meat Market #2 |
| 17-121 | Beer/Liquor License (Renewal): Horsewood's Kitchen LLC dba Horsewood's |

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

The Board met today at 8:34 a.m. for a biweekly meeting with the Directors of Facilities and IT to discuss general issues, set policy and give direction. Present were: Commissioners

Pam White and Steve Rule, Facilities Director Paul Navarro, IT Director Greg Rast, Asst. IT Director Eric Jensen and Deputy Clerk Jenen Ross.

Director Navarro updated the Board on the following items:

- Commissioner Rule spoke about the Public Defender's office furniture – she is not intending to take this furniture with her but is planning to donate it to a church, however, she said she'd donate it to the county but the county doesn't have a 501(c)(3). In a discussion with Mr. Navarro it was realized that the Parks Department does have a 501(c)(3) and the desk could be donated thru that department. Director Navarro will speak with Parks Director Schwend about the donation and Sam Laugheed to work thru the paperwork.
- Fairgrounds: The big fans are all up and running and the staircase on the outside of the building has been installed. There is an Eagle Scout group coming out to do some painting including the new staircase. Gutters have been installed, concrete underneath all the doors has been installed, new menu boards are up and the concession stand is complete. The last project is putting wood on the gable ends which was started on Thursday and should be finished up this week.
- Dale Haile: The parking lot is done. There are 72 skylights on top of the jail building that will be installed this week. Director Navarro anticipated this project to be about \$40,000 but it has actually come in at \$18,000.
- IT data center: remodeling is being done – glass has been ordered but DDC controls are complete and fine tuning is being finished. The room has been painted, new ceiling tile installed and the flooring has been ordered.
- Brian Billingsley has contacted Director Navarro in regards to work he's doing with the Caldwell Historical Society. Mr. Billingsley wants to put a 3 sided interpretative sign in Justice Park and would like to pay for the sign using historical funds and has asked if the county maintenance department would be able to install the sign. Commissioner White said if it fits with the park she would be open to considering it but would like to see renderings and wants to make sure it's not distracting.
- Anderson Corner: Director Navarro has some bids for demolition, asbestos and lead based paint removal. He will attend legal staff to speak further about this.

Director Rast updated the Board on the following items:

- Staffing: IT is now fully staffed. Both the GIS administrator and Telecom analyst are doing well and working with all appropriate offices and departments.
- Public and BOCC meetings rooms: Both rooms are now complete. A service level agreement will be signed this week that will provide 2 site visits for maintenance each year and 2 service calls with any update.
- Fairgrounds: The microwave connectivity out there is currently being worked on and they are working on licensing with the FCC for not only the fairgrounds but also Lake Lowell, Celebration Park and the Pickles Butte Landfill.
- Microsoft agreement: Due to growth within the county the agreement went from \$148,000 to \$263,000 but Director Rast has negotiated it down to \$212,000; additionally, they are also looking at other vendors that can resell Microsoft

licensing. The County was behind on licensing and had to get caught up because we were out of compliance.

- Courts: The 6 courtrooms are finished with judges and TCA all signed off. Commissioner Rule let Director Rast know he's spoken with Judge Ford regarding the use of his office as a trial-run for the retrofitting of the benches to accommodate the Odyssey program coming in October. Director Navarro spoke to this remodel project stating the most expensive part of it would be audio, visual and telephony. Director Rast feels the Supreme Court should have a responsibility to pay for some of the audio, visual and telephony. The Board would like to see total budget numbers, including labor, materials, time, etc., so it can be considered as a Board.
- Imaging Specialist: Director Rast has been watching the numbers and YTD there is over \$13K in savings.

The meeting concluded at 9:01 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE, CONSIDER SIGNING CONTRACT WITH MEDICAL ASSOCIATES OF IDAHO, AND CONSIDER A CRUNCH FITNESS MEMBERSHIP OFFER FOR CANYON COUNTY EMPLOYEES

The Board met today at 9:03 a.m. for a legal staff update and to consider a contract with Medial Associates of Idaho, and to consider a membership offer from Crunch Fitness for Canyon County employees. Present were: Commissioners Steve Rule and Pam White, Deputy P.A. Zach Wesley, Deputy P.A. Brad Goodsell, Solid Waste Director David Loper, HR Director Sue Baumgart, PIO Joe Decker, and Deputy Clerk Monica Reeves. The items were considered as follows:

Contract with Medical Associates of Idaho: This contract is to continue to obtain drug testing services for the landfill which is required because of operator DOT testing. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the contract with Medical Associates of Idaho. (See Agreement No. 17-044.)

Member Offer from Crunch Fitness for Canyon County Employees: Crunch Fitness wants to extend an offer for membership rates and plans that would be exclusive to County employees with discounted rates through the end of June. Because of the medical tie (wellness plan) to this offer it's appropriate to pass through without additional process. The Board approved the request to extend the offer to employees through an email.

Legal staff update: Brad Goodsell said we have a tax deed acquired property commonly known as Anderson Corner that has some issues with standing buildings, and Paul Navarro has information about costs for tearing down those buildings. Mr. Navarro said we need to verify if they have asbestos or lead-based paint so he reached out to three companies and Strata came back the quickest and least expensive to do testing for \$7,800. They will do an analysis and calculate how much wood material, asphalt material, insulation material, and concrete, there is and how much of it contains lead-based paint so we may not have to abate it which could save some money. If there is asbestos we'll have to hire an abatement

contractor prior to demolition. He reached out to two firms and Mark Hess gave him the lowest quote of \$15,000 to tear the buildings down and scrape it flat for a collective cost of \$23,000. Commissioner Rule said that's a good value compared to other projects we've done. Mr. Goodsell said we still have a remediation project with DEQ on the property but this will facilitate that project and allow them to get to where they need to dig. Historically we've been able to recover the costs when we sell the property. Mr. Navarro will put together purchase orders and work with Mr. Goodsell and DEQ. The meeting concluded at 9:17 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING FINAL PLAT FOR KINDER PLATZ SUBDIVISION; CASE NO. SD-PH2016-68

The Board met today at 10:00 a.m. to consider signing the final plat for Kinder Platz Subdivision, Case No. SD-PH2016-68. Present were: Commissioners Pam White and Steve Rule, DSD Planner Deb Root, Alan Mills, and Deputy Clerk Monica Reeves. Ms. Root said the preliminary plat has been approved and the applicants have met the conditions of approval although there is an outstanding issue with the development permit and the road but that will be addressed prior to the issuance of building permits. Staff is recommending the final plat be approved. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to authorize the signature on the final plat for Kinder Platz Subdivision, Case No. SD-PH2016-68. Mr. Mills advised that the road sign will be installed later today or tomorrow. The meeting concluded at 10:06 a.m. An audio recording is on file in the Commissioners' Office.

MONTHLY MEETING WITH THE SOLID WASTE DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION

The Board met today at 3:34 p.m. for a monthly meeting with the Solid Waste Director to discuss general issues, set policy and give direction. Present were: Commissioners Pam White and Steve Rule, Solid Waste Director David Loper and Deputy Clerk Jenen Ross. Director Loper updated the Board on the following items:

- Waste amounts are up 2.06% from last April.
- *Bio-solids*: Mr. Loper has had continued discussions with the cities of Nampa and Caldwell regarding taking their bio-solids waste although he is very hesitant about accepting industrial bio-sludge waste; that would have to be considered on a case-by-case scenario as it can be a little more problematic. There are pros and cons to accepting the waste – there would be additional revenue but it would need to be weighed against the cost of employees, the operation and how it will affect the gas issues. At this point Director Loper would like to work with Tetra Tech, who has written up a technical memo and talked with the regulators; they have put together a scenario to do a pilot program just to get the feel for what handling the bio-solids waste would be like. He is currently in the process of updating the operations plan

and with this pilot program it would offer him the opportunity to provide additional information to DEQ when he submits his plan. It would also give him a better idea of how to charge for accepting the waste. He presented to the Board the technical memo that he would like to submit to the health district in order to get written approval to take the waste for a 2-3 month period. Commissioner Rule asked about cleaning and safety issues for employees and wants to know why there would not be an increased cost for the pilot program? Director Loper said he just doesn't have enough information to determine what kind of increased cost would even be appropriate at this point and he anticipates there would be minimal amount of protective equipment necessary for employees. It would mostly come into play if an employee is needing to work on a piece of equipment that has come in contact with the waste. Operationally, the only two pieces of equipment that would come into contact with it would be the loader and the compactor. Ideally, they'd like to take the waste first thing in the morning, push it into the fill and once it's pushed into the fill come along with the scraper and cover that spot with dirt so there's no incidental chance of people getting in to it. It'll be put in the commercial area only where there is no public access. Once it's pushed in and the rest of the garbage for the day is added over the top Director Loper doesn't believe you'll even know the material is there. He estimates it will only be 1-2% of the waste that is collected on any given day. At this point he has asked permission from the Board to submit the memo to the health department to get written approval to do a pilot test for 2-3 months. The Board concurs that Director Loper has a well thought out plan and authorizes him to move forward with submitting the letter for the pilot program.

- *Well Abandonment:* They are in the process of abandoning monitoring well PB-3 as it is located in the area that the fill for the daily cover is being taken from. At some point this area will be part of phase 3 and garbage will be placed in this area. Tetra Tech is supervising the project to make sure it is done correctly.
- *Household Hazardous Waste Event:* All the mailers have gone out and they've received a lot of calls in regards to it so they're expecting it to be a successful event.
- *Title V Permit:* This is the air permit. He has seen a draft "consent agreement" which has been reviewed by himself, Brad Goodsell and the consultant. They have submitted their comments back to DEQ on certain aspects. There is a pre-application meeting he'll be attending tomorrow with the two consultants.

The meeting concluded at 4:00 p.m. An audio recording is on file in the Commissioners' Office.

SEVENTEENTH DAY OF THE MAY TERM, A.D., 2017
CALDWELL, IDAHO MAY 31, 2017

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

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

- 17-122 Beer License (Renewal): Tacos Cloimas LLC dba Tacos Colimas; Maria Sarmiento dba Alondras Store
17-123 Beer/Liquor License (Renewal): Cricks Kitchen Inc dba Club 102 Bar and Grill

CONSIDER INDIGENT DECISIONS

The Board met today at 8:48 a.m. to consider indigent decisions. Present were: Commissioners Pam White and Steve Rule, Hearing Generalist Kellie George, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to issue initial denials with a written decision to be issued within 30 days for the following cases: Case Nos. 2017-959, 2017-1047, 2017-1081, 2017-954, 2017-955, 2017-921, 2017-1037, 2017-946, 2017-958, 2017-1045, 2017-961, 2017-953, 2017-1091, 2017-1041, 2017-801, 2017-952, 2017-960 and 2017-945. The meeting concluded at 8:49 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING: NOTICE OF INTENT TO AWARD FY2017 CANYON COUNTY CAMPUS SECURITY RESEARCH PROJECT REQUEST FOR PROPOSALS; AMENDED ORDINANCE #17-003 DESIGNATING A COUNTY GUN RANGE BOARD AS AN ADVISORY BOARD AND SUMMARY OF AMENDED ORDINANCE #17-003; AND A LEGAL NOTICE REQUESTING PARTICIPATION ON GUN RANGE COMMUNITY ADVISORY BOARD

The Board met today at 9:00 a.m. to consider signing a Notice of Intent to Award the FY2017 Canyon County Campus Security Research Project Request for Proposals, and to sign Amended Ordinance No. 17-003, and summary of ordinance, designating a County gun range board as an advisory board, and a legal notice requesting participation on a gun range community advisory board. Present were: Commissioners Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. David Eames, Chief Deputy Sheriff Marv Dashiell, Facilities Director Paul Navarro, and Deputy Clerk Monica Reeves. Sam Laugheed said we did an RFP looking for an independent contractor who could do a master security plan for the County and we received eight different proposals that were lengthy and comprehensive. The research committee went over the preliminary scoring and they are recommending we continue this to Friday because they want to call some references. On Friday they will give notice to the top four companies and set interview presentation times

for the contractors to come in. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to continue the process on the Canyon County Campus Security Research Project RFP to June 2, 2017 at 9:00 a.m. The next item considered was Amended Ordinance #17-003, and a summary, which designates a County gun range board as an advisory board. David Eames said when the original ordinance was sent to Sterling Codifiers for inclusion in the County Code they thought the ordinance would be a better fit under a different section. Mr. Eames agreed and said the section change doesn't change any of the substantive part of the ordinance whatsoever, it simply moves it so it makes better sense in where it's placed in the code. With regard to the legal notice requesting participation on the gun range board, Mr. Eames said six applications were received and Parks Director Tom Bicak wanted to get 10-15 applications so he was going to recruit some people so they are going to put out another legal notice seeking more applicants. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the Amended Ordinance No. 17-003, and the ordinance summary, which designates a County gun range board as an advisory board. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the legal notice requesting participation on a gun range community advisory board. The meeting concluded at 9:07 a.m. An audio recording is on file in the Commissioners' Office.

MONTHLY MEETING WITH THE FAIR DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION AND TO CONSIDER SIGNING ENTERTAINMENT AGREEMENTS FOR THE CANYON COUNTY FAIR

The Board met today at 9:31 a.m. for a monthly meeting with the Fair Director to discuss general issues, set policy and give direction and to consider signing entertainment agreements for the Canyon County Fair. Present were: Commissioners Pam White and Steve Rule, Deputy P.A. Zach Wesley, Fair Director Diana Sinner and Deputy Clerk Jenen Ross. Zach Wesley said there are four standard entertainment contracts before the Board this morning. They contain the standard terms as far as performance dates, fees and include insurance and indemnification clauses. Commissioner Rule made a motion to sign the contracts for the Canyon County Fair with Ballet Folkloric Mexico Lindo - Monique N. Michel-Duarte (see agreement no. 17-045), Bubbie the Clown - Billie Madison (see agreement no. 17-046), Summerwind Skippers - Kelsy Porter (see agreement no. 17-047) and Pansy the Clown - Norma Lopez (see agreement no. 17-048). Commissioner White seconded the motion and the Board voted unanimously to sign the contracts. Director Sinner updated the Board on the following items: There was a Fair Board meeting on May 8th, she felt it went well and at this point it's pretty much just getting them up to speed on things. The fair facilities have been very busy, they have three events planned in June and then they will move into fair set-up. Large overhead fans and the Cow Comfort fans have been installed in several buildings and a huge difference has been noticed. They are currently at 94% of budget for building rental income. Concert tickets for the fair went on sale April 28th and are selling well. Official promotion will start in late June. Several media sponsors have been added this year so without purchasing media they've been able to triple the media coverage. The exhibitor guide will be going out this week and has

already been posted on the website. Food and Commercial vendor agreements were due last week so those have been rolling in. Ms. Sinner will be meeting with the Clerk and Controller tomorrow to discuss the FY2018 budget for the fair. She has been working with Director Navarro in regards to facility improvement requests; with the exception of capital improvements she anticipates the budget to remain similar to the previous year in regards to operations and staff. Ms. Sinner said she believes that close to \$80,000 has been spent on capital improvements this year. Commissioner Rule requested that, if possible, spread the capital improvements out over 2-3 years. The meeting concluded at 9:44 a.m. An audio recording is on file in the Commissioners' Office.

FILE IN MINUTES

The Board filed the monthly report of the Canyon County Treasurer for April 2017 in today's minutes.

EIGHTEENTH DAY OF THE MAY TERM, A.D., 2017
CALDWELL, IDAHO JUNE 1, 2017

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

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Maximum Midrange Computer Spec in the amount of \$2665.00 for the Sheriff's Office
- Northwest Service Technologies in the amount of \$3650.00 for the Facilities department
- Hess Construction in the amount of \$15,300.00 for the Facilities department
- Strata in the amount of \$7876.80 for the Facilities department

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

17-124 Beer/Wine License (Renewal): John R. Watson dba Purple Sage Golf Course
17-125 Beer/Liquor License (Renewal): Nampa Hospitality LLC dba Best Western Plus;
Clifford Randall Raymond dba Red Dog Saloon

MEDICAL INDIGENCY DECISIONS

The Board met today at 8:49 a.m. to issue medical indigency decisions. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Hearing Specialist Michelle Kidd, Interview Specialist Kelsee Hale, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to issue approvals within the next 30 days for the following the cases: Case Nos. 2014-345, 2015-514, 2015-637, 2015-1390, 2016-89, 2016-256, and 2016-351. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to approve the final denials with a written decision to be issued within 30 days for the following cases: 2016-617 and 2016-1683. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to continue Case No. 2017-643 to June 15, 2017. The meeting concluded at 8:55 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-517

The Board met today at 9:06 a.m. to conduct a medical indigency hearing for Case No. 2017-517. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Hearing Specialist Michelle Kidd, Interview Specialist Kelsee Hale, Cassie Cacciopio from Saint Alphonsus Regional Medical Center, the applicant, Interpreter Mercedes Lupercio, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to grant final approval for Case No. 2017-517 with a written decision to be issued within 30 days. The hearing concluded at 9:09 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-561

The Board met today at 9:11 a.m. to conduct a medical indigency hearing for Case No. 2017-561. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Hearing Specialist Michelle Kidd, Interview Specialist Kelsee Hale, Tim Ryan from Saint Alphonsus Regional Medical Center, the applicant, Interpreter Mercedes Lupercio, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to approve Case No. 2017-561 with a written decision to be issued within 30 days. The hearing concluded at 9:14 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-1477

The Board met today at 9:25 a.m. to conduct a medical indigency hearing for Case No. 2016-1477. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Hearing Specialist Michelle Kidd, Interview Specialist Kelsee Hale, the applicant, Attorney Warren Dowdle, the applicant's attorney, Stephen DeVille from Saint Alphonsus Regional Medical Center, Attorney Michael Hague for Saint Alphonsus Regional Medical Center (via conference call), and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to deny Case No. 2016-1477 because of the untimely submission of the application. The hearing concluded at 9:50 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-137

The Board met today at 9:57 a.m. to conduct a medical indigency hearing for Case No. 2017-137. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Hearing Specialist Michelle Kidd, Attorney Mark Peterson, the applicant and her son, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to approve Case No. 2017-137 with a written decision to be issued within 30 days. The amount approved is \$117,202.52 for dates of service September 21, 2016 to October 21, 2016. The hearing concluded at 10:09 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-564

The Board met today at 10:13 a.m. to conduct a medical indigency hearing for Case No. 2017-564. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Attorney Mark Peterson, 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 Case No. 2017-564 to July 27, 2017. The hearing concluded at 10:17 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-586

The Board met today at 10:20 a.m. to conduct a medical indigency hearing for Case No. 2017-586. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Hearing Specialist Michelle Kidd, Tim Ryan from Saint Alphonsus Regional Medical Center, the applicant and his wife and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to deny Case No. 2017-586 with a written decision to be issued within 30 days. The hearing concluded at 10:28 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-587

The Board met today at 10:30 a.m. to conduct a medical indigency hearing for Case No. 2017-587. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Hearing Specialist Michelle Kidd, Attorney Bryan Nickels, Steve DeVille from Saint Alphonsus Regional Medical Center, and Deputy Clerk Monica Reeves. The applicant did not appear for the hearing. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to continue Case No. 2017-587 to July 27, 2017. The hearing concluded at 10:40 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER MEDICAL INDIGENCY MATTERS

The Board met today at 10:44 a.m. to consider medical indigency matters. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Hearing Specialist Michelle Kidd, and Deputy Clerk Monica Reeves. Neither the hospital representative nor the applicant appeared for the cases that were put on the record in this proceeding. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board unanimously to take the following cases under advisement and issue a written decision of denial within 30 days: Case Nos. 2017-614, 2017-383, 2017-635, 2017-528, 2017-531, 2017-563, 2017-565, and 2017-413. The meeting concluded at 10:47 a.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION HEARING TO CONSIDER AMENDING A DECISION REGARDING THE 2016 SUPPLEMENTAL ROLL REGARDING PROTEST 1001-SORRENTO LACTALIS, INC.

The Board of County Commissioners, sitting as a Board of Equalization, met today at 11:01 a.m. to conduct a hearing to consider amending a decision regarding the 2016 supplemental roll regarding Protest 1001 – Sorrento Lactalis, Inc. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Brad Goodsell, Assessor Brian Stender, Appraiser Mike Cowan, and Deputy Clerk Monica Reeves. Brad Goodsell presented a notice of amended action with an attached supplemental roll protest of valuation form from 2016 that the Board issued. This action added to the supplemental roll some value to the Sorrento Lactalis property for just over \$17 million and they appealed it to the board of tax appeals and a hearing has been scheduled. They allege this was improperly added to the supplemental roll and that the Board had an opportunity to add this and in fact was asked to add it on the regular roll but declined to do so and once they did that that precluded you from adding it to the supplemental roll. The Prosecutor's Office got involved recently and they agree with Sorrento Lactalis that it was improper to add this to the supplemental roll which means if you want to add the value you'll have to add it to the regular roll this year and so in order to resolve the appeal he is asking the Board to amend its action and not to add anything to the supplemental roll for 2016. Once the Board does this Sorrento Lactalis will withdraw their appeal from the board of tax appeals. He said everybody understands that all this does is delay the fight for six months.

Brian Stender said Sorrento Lactalis originally appealed their value on the annual roll and when Mike Cowan was doing his review of the assessed value we had a shell value on the whey plant and the mozzarella line and Sorrento was asking for a reduction in that value but Mr. Cowan asked the Board to increase the value to reflect what a fully operational facility should be assessed at instead of the shell value and that point the Board upheld it and didn't increase the value and then the Assessor put it on the supplemental roll. When Mr. Goodsell got involved they understood that couldn't be done. Commissioner White made a motion to amend the decision regarding the 2016 supplemental roll regarding Protest 1001 – Sorrento Lactalis, Inc., to declare a total supplemental value of \$0 on Parcel No. 304240000. The motion was seconded by Commissioner Rule and carried unanimously. Mr. Goodsell said the Board is amending its decision on the 2016 supplemental roll to add zero value. The meeting concluded at 11:07 a.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING TO CONSIDER MICHAEL GOODELL'S REQUEST TO VACATE LOTS 3-6
BLOCK 1 OF HOLLOW ROAD RANCHETTES SUBDIVISION, CASE NO. PH2017-4

The Board met today at 1:30 p.m. to conduct a public hearing to consider Michael Goodell's request to vacate Lots 3-6 of Block 1 of Hollow Road Ranchettes Subdivision, Case No. PH2017-4. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, DSD Planner Deb Root, Mr. and Mrs. Michael Goodell, and Deputy Clerk Monica Reeves. Deb Root gave the oral staff report and stated that the vacation is requested so that the applicant can comply with Black Canyon Irrigation District's standards manual which says they can't provide shared irrigation water to run his pivot line with that plat in place so he needs to vacate the lots so he can more efficiently farm the property he owns. There was some question on the ownership of Lot 6 (the road), Canyon Highway District could not find a change of ownership dedication and therefore the property is in the ownership of Mr. Goodell and they are good with that. Staff is recommending approval of the vacation of lots 3-6. Michael Goodell did not offer testimony but he did say the paperwork speaks for itself. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to close the public hearing. Commissioner Rule made a motion to approve the request by Michael Goodell to vacate three platted residential lots, Case No. PH2017-4. The motion was seconded by Commissioner White and carried unanimously. The hearing concluded at 1:34 p.m. An audio recording is on file in the Commissioners' Office.

NINETEENTH DAY OF THE MAY TERM, A.D., 2017
CALDWELL, IDAHO JUNE 2, 2017

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

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- AA Tronics in the amount of \$3850.00 for the Information Technology department
- Idaho Tower Construction Co. in the amount of \$1850.00 for the Information Technology Department

APPROVED KEY & SECURITY ACCESS REQUEST

The Board approved a key & security access request for Andrea Pikes, Matthew Isaak, Tyler Chappel and Eric Martinez.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

- 17-126 Beer License Renewal: Bitner Vineyards LLC dba Bitner Vineyards; Wen Hua Li dba Golden Dragon Buffet
- 17-127 Beer/Liquor License Renewal: Coronar LLC dba Los Mariachis Mexican Restaurant #2; VSW LLC dba The Ranch

LEGAL STAFF UPDATE AND NOTICE OF INTENT TO AWARD FY2017 CANYON COUNTY CAMPUS SECURITY RESEARCH PROJECT REQUEST FOR PROPOSALS

The Board met today at 9:02 a.m. for a legal staff update and to sign a notice of intent to award the FY2017 Canyon County Campus Security Research Project Request for Proposals. Present were: Commissioners Tom Dale and Pam White, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, Facilities Director Paul Navarro, Chief Deputy Sheriff Marv Dashiell, IT Director Greg Rast, and Deputy Clerk Monica Reeves. Sam Laugheed said eight proposals were received and the committee reviewed and ranked them and made telephone calls to references and the result was positive and confirmed the committee's recommendation. Out of the eight companies, all of them are capable but four have risen to the top and the committee has a written recommendation that those four move on to a second phase that would involve presentations and interviews by the Board and the committee. The recommended four firms are:

Burns & McDonnell Engineering Company, Inc.
Jensen Hughes, Inc.
Triad Consulting & System Design Group, LLC
Vantage Technology Consulting Group, LLC

There is not a specific timeframe on this portion; the project is a multi-year project and we are aiming at getting the consultant. Chief Dashiell said part of it will come from what the Board requests for the scope of work. Commissioner Dale said he doesn't have the expertise to tell the company what we need and the committee should determine what we need the consultant to do. Chief Dashiell said ultimately the Board has the final say. The committee members recognize weaknesses within the County but they don't have the time or

independent knowledge to cross over and give a direction. Commissioner Dale would prefer that the committee members the Board what the scope of work should be. Director Rast said they're hoping to present the scope so the Board can see what fits. Director Navarro agreed and said they will bring something to the Board with a recommendation. Commissioner White said her comfort will be in the unanimous opinion the committee brings when they go through it and see where their interest lies. Chief Dashiell said as it proceeds forward there will be more decisions the Board will have to make in to the future in terms of planning and policy. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to accept the committee's recommendation and schedule interviews. Commissioner Dale asked what the status is of the contract with the DLR Group because he is anxious and doesn't want to lose the momentum related to the need for a new jail. Mr. Laugheed said he sent the contract to them yesterday but he has not yet heard back from Mr. Valdez. The meeting concluded at 9:14 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION WITH HR DIRECTOR PURSUANT TO IC 74-206(B) AND (D) TO DISCUSS PERSONNEL ISSUES RELATED TO SPECIFIC EMPLOYEES AND RELATED DOCUMENTS AND CONSIDER EXTENDING CHIEF PUBLIC DEFENDER JOB POSTING DEADLINE

The Board met today at 9:35 a.m. for an Executive Session with the HR Director pursuant to Idaho Code, Section 74-206(1) (b) and (d) to discuss personnel issues related to specific employees and related documents and consider extending the job posting deadline for the Chief Public Defender position. Commissioner White made a motion to go into Executive Session at 9:35 a.m. 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, HR Director Sue Baumgart, and Deputy Clerk Monica Reeves. The Executive Session concluded at 10:10 a.m. While in open session Sam Laugheed said they previously discussed the job vacancy posting for the Chief Public Defender position which was originally set to expire on June 1st and they had informally discussed extending that vacancy announcement not as a reflection on the quality of applicants, but keeping it open and maintaining some sustainability in the department while we attract a greater group of potential applicants. Sue Baumgart recommended extending the posting for another two weeks and see where we're at. So far she has received 12 or 13 applications. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to extend the application process for the Chief Public Defender to June 16, 2017. The meeting concluded at 10:12 a.m. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

CONSIDER SIGNING REQUEST FOR PROPOSALS AND LEGAL NOTICE FOR FY2017 CANYON COUNTY MICROWAVE CONNECTIVITY PROJECT

The Board met today at 10:30 a.m. to consider signing a Request for Proposals and legal notice for the FY2017 Canyon County Microwave Connectivity Project. Present were:

Commissioners Tom Dale and Pam White, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Allen Shoff, IT Director Greg Rast, Assistant IT Director Eric Jensen, and Deputy Clerk Monica Reeves. Allen Shoff said the hope is to get firms to provide us with several sites having one tower constructed and microwave connectivity to get internet service to county-wide facilities that are away from the main campus. Greg Rast said they've done the line of sight surveys and this goes from the courthouse campus to the landfill and from the landfill to Lake Lowell. There's another independent project at Celebration Park that's connecting the office, the maintenance shed and the museum with the dormitories behind it. There will be more internet bandwidth with the complete services that are provided in the courthouse, and, once it's in place we can get rid of the internet service providers in the different locations. There will be a cost savings on the backend so when we have Lake Lowell connectivity we can disconnect the other internet connection that comes back to the courthouse and move it to Celebration Park for more bandwidth. The pre-emptive work is done and they are working with the FCC to get the links certified. The landfill has paid for their portion of it. He has quotes from vendors to help establish if we can afford it, also, the money has been appropriated in the FY2017 budget so the funding is there. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to sign the Request for Proposals and legal notice for the FY2017 Canyon County Microwave Connectivity Project. The meeting concluded at 10:40 a.m. An audio recording is on file in the Commissioners' Office.

MONTHLY MEETING WITH ADMINISTRATIVE DISTRICT JUDGE AND TCA TO DISCUSS GENERAL ISSUES

The Board met today at 11:01 a.m. for a monthly meeting with the Administrative District Judge and TCA to discuss general issues. Present were: Commissioners Tom Dale and Pam White, ADJ Bradley Ford, TCA Doug Tyler, Facilities Director Paul Navarro and Deputy Clerk Jenen Ross. Judge Ford explained they are going to have a proposal in their budget to remodel the existing benches in the District courtrooms. With the Odyssey program coming online in October the current benches are inadequate in size, dimension and style to accommodate the Odyssey all-in-one unit. The benches are no longer functional as the cases have become more complex and digitally oriented. The first floor courtrooms already have benches designed to accommodate the Odyssey hardware and what they would like to do is use that footprint to implement in the third floor courtrooms. The way the benches are now the all-in-one unit will take up all the work space, not giving space for anything else such as notes or the real-time monitor. There is enough money set aside in their facilities fund to take care of audio/visual on the 2nd floor and remodel of the benches on the 3rd floor. Judge Ford would like to start this process by renovating the bench in his courtroom to make sure the dimensions and design is right before implementing them into the other 3 district courtrooms. Eventually they'd like to use the same design for the magistrate courtrooms. They are looking for permission from the Board to move ahead and start on one courtroom on the 3rd floor. Commissioner White asked if the entire bench needs to be re-built or if there is any part that could be re-used or re-purposed. Director Navarro explained that due to the new design of the benches it is unlikely there is much that can be re-purposed. Commissioner Dale feels that with Odyssey coming on and with

the knowledge that the hardware will not work with the current benches that we really need to move ahead and start this process in making the courtrooms able to accommodate the new system. And although it is not the Supreme Court's responsibility to participate with the remodel of the benches, Director Navarro and Doug Tyler are hoping that they will help in paying for some the audio/visual upgrades that will need to happen. Mr. Tyler said he met with the Clerk and Controller and confirmed there is \$247,000 available in the FY2017 court facilities budget. Paul has provided some estimates based on what he knows and with what they anticipate they should have sufficient funds to complete the four benches without having to open this year's budget or get into next year's budget. The Supreme Court has committed to contributing some funding for the audio/visual it's just a matter of how many resources they have. Mr. Tyler anticipates being able to cover both the audio on the second floor and the bench remodels with the FY2017 budget. The Board is in favor of moving this project forward as it is necessary and can't see the county moving into the future without this type of remodel. The meeting concluded at 11:21 a.m. An audio recording is on file in the Commissioners' Office.

TWENTIETH DAY OF THE MAY TERM, A.D., 2017
CALDWELL, IDAHO JUNE 5, 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):

- Trane in the amount of \$7279.00 for the Facilities department

APPROVED SALARY RATE REQUEST AND/OR A SECURITY ACCESS REQUEST FORM

The Board approved a salary rate request and/or a security access request form for Nicole Brock and Abigail Thiry.

APPROVED CLAIMS ORDER NO. 6-9-17

The Board of Commissioners approved payment of County claims in the amount of \$85,311.16, \$59,493.40, \$52,443.27, \$79,564.26, \$50,995.89 for accounts payable.

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:32 a.m. for an office staff meeting. Present were: Commissioners Tom Dale, Pam White, and Steve Rule, Deputy Clerk Jenen Ross, Sr. Administrative Specialist Jamie Miller, and Deputy Clerk Monica Reeves. The Board reviewed this week's schedule with staff. No Board action was required or taken. The meeting concluded at 8:36 a.m. An audio recording is on file in the Commissioners' Office.

WEST VALLEY HUMANE SOCIETY UPDATE WITH DENISE MCCLURE

The Board met today at 9:30 a.m. with Denise McClure from Averti Solutions for a report on the West Valley Humane Society (WVHS) investigation. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley, Denise McClure from Averti Solutions, Michelle Camper, Assistant Finance Director for the City of Nampa, Caldwell Police Chief Frank Wyant, Caldwell Finance Director ElJay Waite, Torrie Cope from the Idaho Press-Tribune, and Deputy Clerk Monica Reeves. Denise McClure said last October the Board asked her to review the books of the WVHS to determine if there had been any malfeasance or misuse of funds. She worked closely with Michelle Hammons, a detective with the Caldwell Police Department, along with Karly Cantrell and others at WVHS. She has completed her investigation and found no evidence of any sort of criminal activity other than a copier lease which was reported to the Caldwell Police Department but she believes that issue has been resolved. The former board president, Brenda Cameron, had signed to have the copier delivered to her office a week after she had been terminated and it was in the name of the WVHS. They didn't pay the payment but it was in their name and she believes the copier went back to the leasing company and the WVHS didn't have any financial harm from that. Ms. McClure said they looked at a lot of records and traced the activity from the bank records and QuickBooks and found a lot of activity that had no basis in the bank records and she gave those entries to Ms. Cantrell to correct in QuickBooks. That had an impact of about \$40,000-\$60,000 on the bottom line, but as represented to the Board several months ago she reviewed the financials for three years and they really didn't make sense. It was a for a 10-month period from January to October, 2016 because the new accountants took over in November of 2016 and they were reviewing from that period forward. Generally, if someone is going to embezzle they either take money that's already on the books or they skim the money for a nonprofit before it comes in. She wanted to compare the funds that came in that were recorded to the bank statement to the donor acknowledgement letters but those disappeared, if they were ever done in the first place. They had 7 or 8 computers imaged but there was nothing on them that related to Brenda Cameron or Susan Woodward or anyone who was responsible for doing donor acknowledgement letters. There was almost nothing on the drives, it was as if most of them had been pretty much wiped. She looked in DonorSnap, a software program that the WVHS used previously to do their donor acknowledgements, and there were two entries after October of 2015: one was a \$50 entry and one was a \$1,000 grant and that was it. She found through a conversation with Linda Dripps, the former board treasurer, a Word document that included 127 donor acknowledgment letters and they analyzed all of those that were for checks – not for PayPal or credit cards – but pretty much found nothing. They did find what they thought were missing payments but when she asked donors to send cancelled checks it turns out they really had been deposited to the WVHS checking account and when she requested a

transmittal from the checking account at Idaho Central Credit Union they didn't send her everything and what she thought was missing really wasn't missing and so at that point she said there's no point in going further if they didn't have donor acknowledgement letters to use for verification. She said Ms. Cantrell found a lot of receipts of expenditures and most of those turned out to be reasonable. There were a few transactions that were questionable, such as plane tickets for an employee and her husband to fly to Washington, DC, at a cost of \$1100-\$1200, but the employee claimed they repaid Ms. Cameron or Ms. Woodward with cash for those tickets. It's not traceable, it cannot be proven. Ms. Cameron bought some things that weren't needed like some security cameras, printers, and some other things but Ms. McClure didn't see any personal transactions to either Ms. Cameron or Ms. Woodward. She looked on the Secretary of State's website to find persons of interest who were related to them but she didn't find any transactions to them based on what she identified in the accounting records and the bank records and at that point Ms. McClure thought they were at a dead-end and unless the Board has any ideas she has completed her engagement. There may have been donor acknowledgement letters sent out but they were probably sent out from Ms. Cameron's or Ms. Woodward's personal computers and she doesn't have access to those. Commissioner Dale said the bottom line is it sounds like they found some sloppy bookkeeping and donor letters that cannot be verified and without that kind of evidence there's nothing to move forward on. Ms. McClure said they found there was another website that was set up for the shelter and there were some expenditures that came through the general ledger that were for a company called Homestead who supported the website and Detective Hammons looked into that but without the URL they couldn't find the website so they attempted to find other bank accounts but they couldn't find or identify any other bank accounts that may hold shelter funds. As far as what the WVHS can do going forward to prevent this in the future, Ms. McClure said she has given Ms. Cantrell some advice on how to improve the internal controls over receipting and she will meet with her to talk about receipting, expenditures, and computer security and to advise her on how to separate duties and provide oversight within the organization, and she will do that at no additional cost to the County. Commissioner Dale appreciates the work that was done and said this needed to be done because of the questions swirling around the poor bookkeeping practices and other issues. Commissioner Rule asked if it's typical for someone to wipe computers upon leaving a company. Ms. McClure said unfortunately she sees that a fair amount, but the computers that they imaged could have been computers that were no longer being used and it's advisable to wipe them before they go into storage. Whether they were wiped because of that or because someone was trying to hide information we don't know. She believes if there was information that would be valuable it would be on Ms. Woodward's and Ms. Cameron's computers but they weren't left at the shelter and she didn't find any evidence that they were purchased by the shelter. Commissioner Rule asked for more information about the plane tickets. Ms. McClure said the tickets were for an employee and her husband to go on a personal trip to Washington, DC and the tickets were paid for by the shelter. This was identified before Ms. McClure became involved and she was told the employee claimed that she had repaid Ms. Cameron in cash but there is no written document to support that and the individual no longer works for the shelter. There was a lot of cash that came in but most was processed through the pet point system and she traced it for several months but she got nowhere with it so she didn't continue. Commissioner Rule asked if the wiped computers belonged to the County/shelter. Ms. McClure believes they did and she thought there was a

report that the County IT Department had wiped the computers because they were going to be used by different individuals but it had happened prior to this issue coming to light. Mr. Wesley will ask the IT Director to what extent the County was involved. Ms. McClure will review her notes on that issue and send it to Mr. Wesley. ElJay Waite expressed his appreciation for the work that was done and said he hasn't seen a financial quarterly report that shows revenues and expenses or checks going out and perhaps that should be posted so the Board and the cities can review what's going on and help them keep their books in order. Ms. McClure said the shelter board should be reviewing monthly financials with comparisons to prior years and comparisons to budget and the County and the cities should see those quarterly. Commissioner Dale agreed and asked Ms. McClure to pass that information along to Ms. Cantrell. No Board action was required or taken. The meeting concluded at 9:48 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION PURSUANT TO IC 74-206(B) AND (D) TO DISCUSS PERSONNEL ISSUES RELATED TO SPECIFIC EMPLOYEES AND RELATED DOCUMENTS

Commissioner White made a motion to go into Executive Session at 11:02 a.m. pursuant to Idaho Code, Section 74-206(1) (b) and (d) to discuss personnel issues related to specific employees and related documents. 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, Solid Waste Director David Loper, HR Generalist Jennifer Allen, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. The Executive Session concluded at 11:07 a.m. While in open session Commissioner Rule said Director Loper has requested that one of his employees be granted an unpaid leave of absence as per our employee manual, and since everything seems to be in accordance he made a motion to grant the unpaid leave. The motion was seconded by Commissioner White and carried unanimously. The meeting concluded at 11:08 a.m. An audio recording of the open portion of this discussion is on file in the Commissioners' Office.

PUBLIC HEARING TO CONSIDER THE APPEAL FOR A PLANNED UNIT DEVELOPMENT FOR TREASURE VALLEY RENEWABLES, CASE NO. PH2016-71

The Board met today at 2:03 p.m. to conduct a public hearing in the matter of an appeal by Treasure Valley Renewables for a Planned Unit Development (PUD), Case No. PH2016-71. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, DSD Planner Jennifer Almeida, Deputy P.A. Zach Wesley, Chuck Anderson, Attorney Peter Barton, Tina Wilson, Neill Goodfellow, Jim McCune, Kurt Christensen, Hugh Phillips, Daniel Bush, Randall Taylor, Dorinda Wilkins, Liz Rohrbacher, Michelle DeGiorgio, Butch Wilkins, Bill Mulder, Brad Dines, Alan Weber, Trent Weber, Don Bowers, Maria Weber, Craig Weber, Richard Balsizer, Elaine Balsizer, Matthew Eicher, Jan Phillips, other interested citizens, and Deputy Clerk Monica Reeves. Jennifer Almeida gave the oral staff report. The property is currently zoned agricultural although the board approved a conditional rezone to change the zoning to CR-M1 but the findings have not yet been signed for that approval.

Future land use is industrial; the Board approved the industrial designation on April 27, 2017. Approval of a PUD will be required to allow the manufacturing and production of hazardous chemicals or gases on the property. A PUD also requires an associated development agreement, conditions of approval, and it allows for industrial uses not otherwise allowed in an M-1 zone. The P&Z Commission denied the PUD request on February 16, 2017 and the applicant filed an appeal of the decision. A PUD allows for consideration of deviations from specific or strict compliance with zone regulations and to allow flexibility in site design and dimensional standards to develop residential, commercial and/or industrial uses not allowed individually within specific zoning districts. Treasure Valley Renewables/Boise Biogas is one component of this sustainability complex and this facility will operate an anaerobic digester for the production of biogas. A few of the byproducts from the digester will result in fertilizer, compost, bedding, and other supplies for local agriculture. The biogas that is produced will then be utilized by Dual Fuels Technology which cleans the biogas created from the digesters, compresses the gas into a pipeline for sale to medium heavy duty operators. Tanks on specialized containers will be filled onsite and delivered to fueling stations at other locations. Dual Fuels will supply clean to converted biogas to onsite power generators and these generators will provide electricity for the overall facility in conjunction with Idaho Power as needed. The primary access to the site will be from Highway 20-26 and an access permit will be required from ITD to access the state highway system. The applicant will be required to meet ITD regulations during the permitting process and access to Shelton Road will also require an approach permit from the Notus-Parma Highway District. The proposed development agreement contains conditions in regards to access, and the applicant is required to obtain the necessary approvals from ITD and the Notus-Parma Highway District prior to building permits being issued on the property. The applicant will be required to adhere to health department regulations and Southwest District Health has indicated they have met with the applicants and no complications are anticipated based on the available area and relatively uniform and level topography. Onsite power generation will be provided as well as the connection from Idaho Power. The applicant will be required to adhere to any DEQ and EPA requirements. Staff is recommending approval of the PUD and development agreement along with recommended conditions. The following people testified in favor of the appeal for the PUD: Chuck Anderson, Peter Barton, and Tina Wilson. The following people testified in opposition to the appeal: Hugh Phillips, Daniel Bush, Randall Taylor, Michelle DeGiorgio, Butch Wilkins, Bill Mulder, Alan Weber, Trent Weber, Maria Weber, Craig Weber, Richard Balsizer, Matthew Eicher, and Jan Phillips. Concerns were expressed about: the location of the project, traffic, odor, zoning issues, and safety issues. (At 3:23 p.m. the Board took a brief recess and went back on the record at 3:30 p.m.) Chuck Anderson offered rebuttal testimony and said many of the issues that were raised by the opposition group are covered in the development agreement and with their references on Exhibit 28. With regard to the concerns of covered loads, he said all trucks will be covered adequately for whatever the particular use is and that has to be part of their feedstock agreements. He said there were many safety issues raised but most were from the United Kingdom and from Germany, and in one source there were 35 examples, two of which referenced the U.S. Most of those cases did not employ current technology and they didn't use the same technology that this project will use. There were other examples in the exhibits citing Wisconsin, Texas and Oregon and he mentioned that one was in Oregon where the farmer didn't have anyone attending to the system. The

other examples were listed as what OSHA classified as willful violations or incidents where there were lagoon digesters for manure where people were drowning but Treasure Valley Renewables does not have lagoon digesters. He said there are specific requirements they have to comply with in regards to noise and odor. Commissioner White said she is troubled that the site plan seems so incomplete and she wants to know what the plan is for onsite fire suppression as well as the septic system. She asked if the applicant is going to accept bio-solids from other entities and Mr. Anderson said yes, they will accept bio-solids from others. Commissioner White said she has no problem with this business but the location is her number one concern. She asked if there are pressure release valves on the digesters. Mr. Anderson said they have two parts of the digester system; one is thermophilic, which is the higher heat and the other is mesophilic which is lower. The thermophilic is used to kill off the pathogens and that's where the heat comes up and that can be around 120-140 degrees. They are reutilizing that heat but they also have heat exchangers to pass heat around for efficiency. There will be no bulk storage onsite for gas. When asked if he originally sought an M-2 designation, Mr. Anderson said they weren't sure nor were they well educated on it so others told them an M-1 designation with conditions could be the proper way to go. Commissioner White asked what they will do in the event of a fire. Mr. Anderson said they can't do a detailed design on a fire suppression system until they have all the equipment located and the buildings squared away but in general they have the evaporation pond and two fire pumps. One will be electric powered and one will be gas powered; they are redundant pumps that will support the entire fire system for the site. Most gas lines have explosion disks that will rupture and methane is lighter than air so it will shoot straight up and when it's going off like that without an air source going around it. It will not light until it gets up far enough and then it's gone. Mr. Anderson said he likes this site because of the slope because he can get piping to go downhill for free. Commissioner White asked what the plan is if the sewer system fails. Mr. Anderson said the septic system has to be approved by Southwest District Health and part of their design criteria is having a backup plan, however, he does not have the detail on that. Commissioner White spoke about the importance of having the information before a decision is made. Commissioner Rule asked if there's anything preventing the applicant from moving forward if ownership isn't disclosed in a specific way about a single owner. Zach Wesley said the requirement in the code is that the property cannot change hands until it's platted from a single owner and it's his understanding that prior to the signing of the development agreement Treasure Valley Renewables will purchase this property and that entity will be the single owner and will enter into the development agreement and then they would then be the single entity that is bound to the single ownership until it's platted. Commissioner Rule asked if all buildings have to have a 300-foot buffer. Ms. Almeida said the PUD allows for site design flexibility so although that is listed as part of the PUD the Board could change that to allow for more flexibility in the project design. Commissioner Rule asked if the application is proper under a PUD. Director Nilsson said they originally sought an M-2 but they responded to some community desires that M-2 allows a lot of other uses so in scaling it back to an M-1 in the PUD it does provide for a development agreement which enables the Board to put conditions on a rezone. In this case a conditional rezone from agricultural to M-1 was found to be the vehicle to make most of the project happen and the PUD is what allows the manufacture of hazardous gas to be able to bring it into the M-1 zone. The PUD also requires a development agreement and if there is any violation of the development agreement revocation would

result in a rezone back to agriculture. Commissioner Rule asked if the property will revert back to agricultural use if the applicants fail financially, and, will they have to remove all the concrete and turn it back to pasture. Director Nilsson said this use requires a building permit and prior to obtaining it they have to obtain approval from Southwest District Health, the fire district, ITD, and the local highway district and if they are not able to achieve any of those nothing changes. It would probably expire for time and we would then revoke it because they were not able to obtain the building permit or initiate the use in a timely manner. After a building is constructed the County doesn't require a financial security for any kind of industrial, commercial, or residential use. However, if there was a building that became a nuisance they would follow up with it. Commissioner Rule asked if cattle parts will be used in this process. Mr. Anderson said they will. Kurt Christensen, the logistics person for the project, answered questions about cattle parts. Currently they are being transported from their location in an open top vehicle in the area where they are produced, but Treasure Valley Renewables would require the truckloads be covered completely with nothing open to the air. Mr. Anderson said the bed has to be liquid sealed so at the very least the truck has to be lined. Preferably the ones he's seen are not a hard top, but a neoprene type top that is stretched and the bed sides have a neoprene lip that comes over which makes a better seal than a hard top. Commissioner Rule said if a truck isn't tarped and something falls out a complaint can be filed with Sheriff's Office. With regard to traffic issues, he said if there's ever a place where traffic would not be an issue it would be at a site like this where two major arterials intersect. Commissioner Rule asked what's appropriate for a time duration on an average decibel count. Director Nilsson said we don't have a noise ordinance but in other applications they use 65 decibels which is a conversational level. She doesn't have experience with a duration but said they could figure something out. Commissioner Rule said it's unrealistic to have a condition that prohibits odor; there are good conditions in place that will address offensive odors and could cause the project to be shut down if odors became a problem. Commissioner Dale asked if the applicants are opposed to a traffic study. Mr. Anderson said they are not opposed and in fact they expect to do one. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to close public testimony. The Board's discussion was as follows: Commissioner White reiterated that it's difficult to approve the PUD for a concept that she has no idea what it will look like. She said the site plan is incomplete and there needs to be more detail. Commissioner Rule said he has dealt with hazardous gases throughout most of his career but he doesn't see a methane digester being a huge danger to the public in this area. He trusts the fire codes and industrial codes that handle explosion proof electrical systems. He believes the traffic study will show that the roads are not even close to capacity at that location for 75 employees or even several hundred truck trips per day. It is a good location. Commissioner Rule made a motion to approve the appeal of the P&Z Commission's denial of a request for a PUD on Parcel No. R38904 and R38904-010 and to direct staff to prepare a written decision for the PUD, Case No. PH2016-71 and to bring a written decision for approval and final development agreement back to the Board for signature on a date to be decided. The motion was seconded by Commissioner Dale who said this is a long process and we're in the first stages and there is a long way to go before this becomes a reality. There are OSHA, state, and federal requirements that have to be met before they can put in a foundation. The City of Parma has submitted a letter in support of the project. He understands the neighbors' concerns and he feels they have been addressed in the

development agreement. There are some things that may never be met. He said if methane was considered an extremely hazardous material it would have been listed on the hazardous material list. He is confident that if they cannot meet the requirements the project won't happen. He also said going through the M-1 with a development agreement and PUD does protect the neighbors much more than an M-2 designation would because the special standards are much more restrictive than what an M-2 would have been. He is satisfied that the trucks will be adequately covered to prevent escape of odor and materials. Parking will be contained on site at the facility. He supports the project. A roll call vote was taken on the motion with Commissioners Rule and Dale voting in favor, and Commissioner White voting against the motion to approve. The motion carried by a two-one-split vote. *The written decision for this case, as well as the written decision for Case No. PH2016-56, (Treasure Valley Renewables' request for a conditional rezone and development agreement) which was scheduled for today will be considered at a later date.* The hearing concluded at 4:31 p.m. An audio recording is on file in the Commissioners' Office.

TWENTY-FIRST DAY OF THE MAY TERM, A.D., 2017
CALDWELL, IDAHO JUNE 6, 2017

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

No meetings were held today.

TWENTY-SECOND DAY OF THE MAY TERM, A.D., 2017
CALDWELL, IDAHO JUNE 7, 2017

PRESENT: Commissioner Tom Dale, Chairman – attending the IAC Conference
Commissioner Pam White
Commissioner Steve Rule
Deputy Clerk Monica Reeves / Jenen Ross

No meetings were held today.

APPROVED CLAIMS ORDER NO. 6-10-17

The Board of Commissioners approved payment of County claims in the amount of \$147,007.84 for accounts payable.

TWENTY-THIRD DAY OF THE MAY TERM, A.D., 2017
CALDWELL, IDAHO JUNE 8, 2017

PRESENT: Commissioner Tom Dale, Chairman – attending the IAC Conference

Commissioner Pam White – touring of mental health facility
Commissioner Steve Rule
Deputy Clerk Monica Reeves / Jenen Ross

No meetings were held today.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Integra Paperless Business Solutions in the amount of \$5450.00 for the Information Technology department.

APPROVED CLAIMS ORDER NO. 1718

The Board of Commissioners approved payment of County claims in the amount of \$1,571,716.29 for a County payroll.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

17-128 Beer/Liquor License Renewal: RBS Enterprises INC dba Barb's Down The Road

TWENTY-FOURTH DAY OF THE MAY TERM, A.D., 2017
CALDWELL, IDAHO JUNE 9, 2017

PRESENT: Commissioner Tom Dale, Chairman – Boards of Health Conference
Commissioner Pam White
Commissioner Steve Rule
Deputy Clerk Monica Reeves / Jenen Ross

APPROVED CLAIMS ORDER NO. 6-26-17

The Board of Commissioners approved payment of County claims in the amount of \$168,300.60 for accounts payable.

APPROVED CLAIMS ORDER NO. 6-9-17

The Board of Commissioners approved payment of County claims in the amount of \$448.50 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Columbia Electric Supply in the amount of \$1539.00 for the Facilities department

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

17-129 Beer/Wine License Renewal: Lake Lowell Market Inc dba Lake Lowell Market

APPROVED MARCH 2017 TERM COMMISSIONER PROCEEDINGS AND SYNOPSIS

The Minutes of the Fiscal Term of March 2017 were read and approved and found to be a proper record of the proceedings of the Board of Commissioners of Canyon County, Idaho. Also approved was the synopsis for publication. Minutes of the Board of Canyon County Commissioners' meetings are on file in the Commissioners' Office and may be viewed upon request.

CONSIDER SIGNING AGREEMENT FOR HELICOPTER RIDES AT THE CANYON COUNTY FAIR WITH SILVERHAWK AVIATION

The Board met today at 9:33 a.m. to consider signing an agreement with Silverhawk Aviation for helicopter rides at the Canyon County Fair. Present were: Commissioners Pam White and Steve Rule, Deputy P.A. Zach Wesley, Fair Director Diana Sinner, and Deputy Clerk Monica Reeves. Silverhawk Aviation provides a helicopter ride attraction at the fair. They pay us a flat fee of \$750 and 20% of the onsite ride revenue over \$750. The agreement spells out our insurance and indemnification terms, our personnel and security requirements. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the agreement with Silverhawk Aviation. (See Agreement No. 17-049.) The meeting concluded at 9:35 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING PROFESSIONAL SERVICES CONTRACT WITH DLR GROUP FOR JAIL NEEDS ASSESSMENT AND CONCEPT DESIGN CONTRACT

The Board met today at 10:30 a.m. to consider signing a professional services contract with DLR Group for a jail needs assessment and concept design contract. Present were: Commissioner Pam White, Commissioner Tom Dale (via conference call), Chief Civil Deputy P.A. Sam Laugheed, Captain Daren Ward, Facilities Director Paul Navarro, Torrie Cope from the Idaho Press-Tribune, and Deputy Clerk Monica Reeves. Sam Laugheed said after DLR Group was ranked first we entered into a negotiation phase with them and there was a meeting with the Controller, the Sheriff and Director Navarro about the scope of work. The document is comprehensive and starts with the needs assessment and going into how the existing facility can be reused, repurposed to the County's advantage and then into concept designs where we'll have non-architectural but guiding documents that can be created. The

contract contemplates some pre-bond public education service. The total cost for the contract is approximately \$245,000 and will be paid as work is completed with no ability for anticipated profits to be secured. The funds are available in this fiscal year and next, as necessary, for the contract. The copyright issues have been resolved to make sure the County retains a nonexclusive license to any drawings that come out of this. Commissioner Dale said we had a preliminary cost from Carter Goble Lee but it did not include all the components or the public outreach that is in this contract. He is comfortable with the dollar amount and he believes this has to be done to set the stage so the people know we are doing our best to identify the needs going into the future. Commissioner White said there were so many questions in the past about how many beds and what we were going to do with the old building and this arrangement is going to make sure we answer those questions in a very transparent and specific way. Commissioner Dale asked if it provides for a number of community engagement events that DLR will be facilitating. Mr. Laugheed said it does and it has presentations to the stakeholder committee and the Board as well as public open house. The public education and outreach will also include identification of community stakeholders to get input from in the preliminary phases. Upon the motion of Commissioner Dale and the second by Commissioner White, the Board voted unanimously to sign the contract with DLR Group for the needs assessment and strategic plan analysis. A roll call vote was taken on the motion with Commissioners Dale and White voting in favor of the motion which carried unanimously. (See Agreement No. 17-050.) The meeting concluded at 10:37 a.m. An audio recording is on file in the Commissioners' Office

THE MINUTES OF THE FISCAL TERM OF MAY 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. DATED THIS 17TH DAY OF AUGUST, 2017. APPROVED BY COMMISSIONERS STEVEN J. RULE AND TOM DALE; ATTEST: CHRIS YAMAMOTO, CLERK; J.ROSS, DEPUTY CLERK