

SEPTEMBER 2018 TERM
CALDWELL, IDAHO SEPTEMBER 4, 2018

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. 9/10/18

The Board of Commissioners approved payment of County claims in the amount of \$117,495.78, \$171,000.16, \$64,363.19 and \$52,862.94 for accounts payable.

MEETING WITH DIRECTOR OF FACILITIES TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION AND CONSIDER APPROVAL/DENIAL OF REMODEL AT THE DEPARTMENT OF MOTOR VEHICLES FOR A DEALER CENTER

The Board met today at 8:37 a.m. with the Director of Facilities to discuss general issues, set policy and give direction and to consider approval/denial of a remodel at the DMV for a dealer center. Present were: Commissioners Tom Dale and Pam White, Assessor Brian Stender, Facilities Director Paul Navarro and Deputy Clerk Jenen Ross. Director Navarro said the landfill addition project is getting finished up but finding a painting contractor was proving problematic so in order to get the project finished on time his staff will be doing the painting which will result in a deductive change order. The elections office will be painted in the next few weeks. All Detainment Solutions will be here this week to do a site visit to determine exactly where the trailers will go, they have also asked to meet with local subcontractors for plumbing, electric and HVAC. There is a Fair stakeholders meeting taking place tomorrow where the Wilson Drain will be discussed, once something is worked out they plan to come back to the Board with their suggestions. Additionally, they've also met with the PA's Office to discuss the process of an RFQ for the architecture and engineer to start designing the building.

Assessor Stender spoke about the remodel they'd like to do at the DMV to create a dealer center. They anticipate the cost to be approximately \$6000; the immediate supplies to be purchased will be about \$3000 but the glass cannot be purchased until the construction is done and Director Navarro anticipates that to cost no more that \$2000 - \$3000 as it has to be tempered glass. Ideally they would to start the project by the end of September. This project is being done to keep area dealers happy with the title processing in order to keep that revenue coming into the county. Commissioner White made a motion to approve the remodel. The motion was seconded by Commissioner Dale and carried unanimously. The meeting concluded at 8:44 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE AND CONSIDER ACTION ITEMS

The Board met today at 9:00 a.m. for a legal staff update and to consider action items. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Mike Porter, Deputy P.A. Dan Blocksom, Chief Deputy Sheriff Marv Dashiell, Juvenile Detention Director Steve Jett left at 9:02 a.m. and Deputy Clerk Jenen Ross.

Consider signing FY2019 juvenile corrections memorandum of agreement with Southwest Idaho Juvenile Detention Center, Idaho State Department of Juvenile Corrections and Ada County: This is an annual agreement to furnish emergency housing if the need arises. Mr. Porter said that the contract has been reviewed by Mr. Wesley and there are no issues with it. Commissioner White made a motion to sign the agreement. The motion was seconded by Commissioner Dale and carried unanimously (see agreement no. 18-114).

Consider signing solicitation of interest - Inmate legal services in Dale Haile Detention Center: Kenneth Stringfield was the “law librarian” for the jail for many years but he has recently taken a job with the Public Defender’s office. When an inmate has a civil issue they file a kite which would be routed to Mr. Stringfield to get them the proper paperwork or tell them how to initiate their claim. Since Mr. Stringfield has moved on we are going to solicit interest from the Third District Bar and possibly extend it to the Fourth District if need be. The position is paid on a contract which previously amounted to approximately \$10,000. The County is required by law to maintain a law library and this is the way we accomplish that. Upon the motion of Commissioner Dale and second by Commissioner White the Board voted unanimously to sign the solicitation of interest for inmate legal services in Dale Haile Detention Center. A copy of this letter is on file with this day’s minute entry.

Consider signing purchase and license agreement for software licenses and server with Spillman Technologies, Inc. and Solutions II: Chief Dashiell said he started working on this negotiation several months ago knowing that by 2020 the hardware and operating system would need to be upgraded and data will need to be transferred from the old system to the new system. In working with Spillman/Motorola they offered the opportunity to purchase a front end maintenance agreement that would carry out five years, however, knowing that an agreement couldn’t be entered into obligating funds for a five year period this front end purchase in this combination contract takes care of that issue and will save the county about \$220K-\$250K over the five year period because the maintenance amount will be frozen and won’t increase by the standard 3-4% each year. A couple months ago the Board signed a tentative acceptance on the amendment to the original contract that was dependent on the approval of the budget. When that was signed Chief Dashiell let the Spillman representative know that the county would want a formalized document and not just a single sheet amendment. While working thru the amendments it was discovered that the initial contract was from 2001 and needed to be updated with current contacts. Dan Blocksom reviewed the contract finding additional savings by forcing Spillman and their contractor to use NASPO (National Association of State Procurement Officers) pricing. At this point the Spillman representative is just waiting for notice of the signed contract so that a project manager can be assigned. The tentative switch over on the hardware and data conversion is set for the second week of February. This is based on a 3-4 payment agreement, the first payment will be made within 30 days of the new fiscal year, then payment upon install and then a site

acceptance payment. Funds for this project will be broke out as 65% being paid from E911 and 35% being paid from the Justice fund. Dan Blocksom said this license agreement is for the same software and license agreement that was acquired after a very lengthy RFP process between 1999 and 2001 and Idaho Code §67-2803(15) states that process would not have to be repeated as it is the software platform. The server itself is not covered by that code but Spillman's vendor agreed to match NASPO pricing dropping the cost to \$46,000 which eliminated the need for the procurement process and due to NASPO pricing being matched it is more or less unreasonable for the county to even go thru the procurement process because NASPO is the best price available making the procurement process disadvantages and/or impractical. In addition to the server we'll be receiving services from Solutions II which is an approved vendor thru Spillman who will maintain and provide services for the server which is covered by the personal/professional services exception to the procurement statutes. Commissioner White made a motion to sign the purchase and license agreement for software licenses and server with Spillman Technologies, Inc. and Solutions II. The motion was seconded by Commissioner Dale and carried unanimously (see agreement no. 18-115). Commissioner White then made a second motion to sign the maintenance and support agreement with Spillman Technologies, Inc. The motion was seconded by Commissioner Dale and carried unanimously (see agreement no. 18-116).

Consider signing a resolution retiring Canyon County Sheriff's Office K9 "Ima": Mike Porter explained that Ima has had some health issues, however, she was procured thru a vendor in Florida who offered a warranty. A replacement for Ima will be provided by the same vendor due to her disability being covered by the warranty. Ima will be retired to the care of Corporal Bryce Moore who has agreed to personally take on the care of Ima and her condition. Chief Dashiell explained that when Ima was acquired she was taken to the vet who detected a heart arrhythmia so they worked with the vendor before taking final acceptance; the vendor provided a written document warranting the dog if she had to be retired due to the medical issue related to her heart. As she gotten older she has had some issues during training and while on duty. Corporal Moore has worked with her trying to strengthen her but upon another check-up the vet recommended immediate removal from duty and prescribed three medications while the official retirement process was completed. Corporal Moore will travel to Florida the first part of October where he will have first selection of the next set of dogs that are received from Europe. There will be no cost to the county with the exception of travel to Florida. Upon the motion of Commissioner White and second by Commissioner Dale the Board voted unanimously to sign the resolution retiring Canyon County Sheriff's Office K9 "Ima" (see resolution no. 18-143).

The meeting concluded at 9:19 a.m. An audio recording is on file in the Commissioners' Office.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for Owyhee BBQ, LLC dba Owyhee BBQ. See resolution no. 18-144.

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

The Board met today at 10:02 a.m. with the Fair Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Pam White, Fair Director Diana Sinner and Deputy Clerk Jenen Ross. Director Sinner said recently Canyon County 4-H, FFA and Fair all met with representatives from the Western Idaho Fair and Ada County 4-H and FFA to discuss the longstanding exception where Ada County kids can show at the Canyon County Fair and Canyon County kids can show at the Western Idaho Fair, they can also participate in the sale in both counties, this is an arrangement that has probably been in place for 50 years or more. However, there is a rule within state 4-H that you cannot participate with a project in more than one fair. In Canyon County space and the length of the sale (there are approximately 200 more animals vs. in Ada County) are issues. They are working to find a compromise to move forward in addressing the space issues in Canyon County while not devastating Ada County in regards to their numbers in shows and sales as there are a lot of Canyon County kids who show at the Ada County Fair. As a group they discussed how to keep the number of opportunities available for kids as they don't want to limit opportunities but how to address the issues. One thing they have been doing and will continue to do is to look at the number of animals each kid can bring, possibly setting limits within certain species. As a group it was suggested that they limit kids to selling in just one sale but there wasn't specific conversation as to if they can still show at both or if Canyon County still have space issues. After the meeting Director Sinner met with Carrie Johnson from the Extension office and Jason Tindall who is a Canyon County FFA Advisor in regards to what they'd like to present to the BOCC for approval. Commissioner Dale believes we need to figure out how many stalls we have for each species and then we will take Canyon County FFA and 4H kids first and then if there is space available Ada County kids will be taken on a first come/first served basis but there cannot be a blanket open for Ada County anymore. Director Sinner and Ms. Johnson are not sure that just limiting the selling to one fair or the other will solve the issue especially when you account for the growth in Canyon County, the numbers aren't anticipated to go down. The initial thought would be only Canyon County 4-H Clubs and Canyon County FFA Chapters; the chapter would be based on where the high school is located. Commissioner White asked if extending the days of the fair would be helpful. Director Sinner didn't believe it would be helpful because you would probably just end up having days that would be livestock shows only and that can be a drain on resources as you still have to pay staff and there wouldn't be any income. Director Sinner thinks there are a lot of things that can be done internally to help with space constraints. There is a stakeholders meeting tomorrow night that Director Sinner believes is to talk about Wilson Drain and the issues they've come up against regarding the tiling, in general how the fair and rodeo went since the addition of the new pens and then moving forward into football season. After the meeting tomorrow Director Sinner would like to plan a meeting between herself, Paul Navarro and Brent Orton from the city to meet with the BOCC to specifically discuss Wilson Drain and a plan to possibly move forward. The meeting concluded at 10:25 a.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING TO CONSIDER APPROVAL/DENIAL OF A REQUEST BY IDAHO MATERIALS AND CONSTRUCTION FOR A CONDITIONAL USE PERMIT MODIFICATION; CASE NO. CU2018-0008

The Board met today at 10:33 a.m. for a public hearing to consider approval/denial of a request by Idaho Materials and Construction for a Conditional Use Permit modification; case no. CU2018-0008. Present were: Commissioners Tom Dale and Pam White, DSD Director Tricia Nilsson, DSD Planner Debbie Root, Todd Lakey and Deputy Clerk Jenen Ross. Debbie Root gave the oral staff report stating that the applicant has requested to modify some conditions that were placed on the application, including the removal of berms, that condition reads: “the property shall be bounded by berms to provide noise and safety barriers from adjacent lands in accordance with filed reclamation plans with the State Department of Lands and as proposed in sub exhibit D, County exhibit 2, American’s Narrative Letter of Intent”. In more recent applications berms have been removed on gravel extraction sites particularly those surrounded by gravel extraction sites and not impacting neighborhoods, subdivisions or those kinds of things. This application site fits within those bounds of not needing to require berms on the properties. The applicant owns the properties to the north and Simplot Land and Livestock owns the property to the east, there is an industrial development to the south and a farm field that is protected by the conditioned line of trees that have grown up and provide a sufficient barrier. They are requesting to extend the permit duration, currently the permit has reached its 20 year end-of-life and they are asking to extend that an additional 20 years to complete the mineral extraction at this location. On the original application the stated acreage on the reclamation plan and in the conditional use hearing was 80 acres but the site plans and the reclamation is actually more than the 80 acres so they are requesting to adjust the acreage from 80 acres to 110 acres to reflect what is actually on the ground that will be mined as a part of this application. The applicants’ representative, Todd Lakey, has indicated that they will amend the reclamation plan to reflect the correct acreage where mining is occurring. ITD has indicated that the access point is not appropriately permitted and therefore the applicant is also working with ITD to ensure that the road access to Hwy 19 is appropriately permitted. Ms. Root doesn’t see that this should be a problem but if so they will have to come up with an alternative access – 90 days were requested to complete that process making early December the timeframe for that to be done. Currently it is a paved access and has been in use since the permit was commenced. Staff is recommending the changes and continuing to adhere to the remainder of the conditions that are in place, staff also added some standard conditions regarding the irrigation ditches and canals and not disturbing those waterways and things that have been added to most of the gravel extraction permits. Staff is recommending approval of the requested changes as conditioned. Todd Lakey said the C.U.P was originally approved in 1997 and his clients purchased the property in 2010 so some of the issues they’re trying to clean-up were inherited. The operations have gone fine on the property for 20 years since it was approved in 1997 and they are not aware of any issues or concerns from agencies or individuals, including ITD until this application was filed. His clients own the property to the north and some to the south, it is industrially zoned property and uses along that corridor for Hwy 19. Simplot owns to the east and a farmer to the west with the mature line of trees. Gravel pits sometimes have controversy and balancing of interests but this one doesn’t, in this case gravel is found next to industrial zoned property, it’s designated

industrial in the comp plan so all of that support it. Additionally, they didn't realize that American Paving (the previous owners) hadn't obtained the approach permit until his clients applied. The access is a 50ft wide paved access, Hwy 19 has 2 lanes going in each direction with a turn lane in the middle in that location. It's operated just fine for 20 years so he doesn't see that there should be any problem. They initially asked for 90 days for this to be completed but he worries a little about ITD's timing and is requesting that the director be given discretion to give them up to another 90 days. Upon the motion of Commissioner White and second by Commissioner Dale the Board voted unanimously to close the public hearing. Commissioner Dale instructed staff to change the date on condition no. 9 to March 4, 2019 to account for additional time in working with ITD. Commissioner White made a motion to approve the request to Idaho Materials and Construction for a Conditional Use Permit modification regarding case no. CU2018-0008 and the Findings of Fact, Conditions of Approval and Order with the changes as referenced on the record. The motion was seconded by Commissioner Dale and carried unanimously. The hearing concluded at 10:50 a.m. An audio recording is on file in the Commissioners' Office.

CANVASS ELECTION

The Board canvassed the August 28, 2018 Election results today which are on file with this day's minute entry.

MEETING WITH PUBLIC DEFENDER TO CONSIDER SIGNING INDEPENDENT CONTRACTOR AGREEMENTS FOR PUBLIC DEFENDER CONFLICT COUNSEL

The Board met today at 11:33 a.m. with the Public Defender to consider signing independent contractor agreements for Public Defender Conflict Counsel. Present were: Commissioner Tom Dale and Pam White, Public Defender Aaron Bazzoli and Deputy Clerk Jenen Ross. Aaron Bazzoli said these are contracts with conflict public defenders that the county now works with. The Public Defense Commission requires that conflict attorneys have contracts as part of the compliance. Commissioner White made a motion to sign the independent contractor agreements for public defender conflict counsel with Ken Stringfield (agreement no. 18-117), Jay Kiiha (agreement no. 18-118), Paul Taber (agreement no. 18-119), Danielle Scarlett (agreement no. 18-120), Jolene Malone (agreement no. 18-121), Aaron Hooper (agreement no. 18-122), Ali Perkins (agreement no. 18-123), Bethany Haase (agreement no. 18-124), Chad Gulstrom & Isaiah Govia (agreement no. 18-125) and Travis Rice (agreement no. 18-126). The motion was seconded by Commissioner Dale and carried unanimously. The meeting concluded at 11:38 a.m. An audio recording is on file in the Commissioners' Office.

SEPTEMBER 2018 TERM
CALDWELL, IDAHO SEPTEMBER 5, 2018

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

Commissioner Pam White – out of the office
Commissioner Steve Rule – out of the office
Deputy Clerk Monica Reeves / Jenen Ross

No meetings were conducted.

SEPTEMBER 2018 TERM
CALDWELL, IDAHO SEPTEMBER 6, 2018

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):

- Action Target in the amount of \$1500.00 for the Sheriff's Office
- A-Gem Supply, Inc. in the amount of \$3804.25 for the Prosecutor's Office

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Raising Our Bar to be used 9/7/18 for a wedding.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Raising Our Bar to be used 9/8/18 for a wedding.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Raising Our Bar to be used 9/15/18.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Raising Our Bar to be used 10/4/18.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Raising Our Bar to be used 10/15/18 for a wedding.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Raising Our Bar to be used 10/19/18 for a wedding.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Raising Our Bar to be used 10/26/18.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Eastside Tavern to be used 9/29/18 for a wedding.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Eastside Tavern to be used 9/29/18 for a wedding.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2018-871

The Board met today at 10:00 a.m. to conduct a medical indigency hearing for case no. 2018-871. Present were: Commissioners Tom Dale and Pam White, Director of Indigent Services Yvonne Baker, Hearing Manager Kellie George, Deputy P.A. Jim Cornwell, Deputy P.A. Dan Blocksom, Michelle Davis for St. Lukes, Attorney Mark Peterson for St. Lukes, the applicant and Deputy Clerk Jenen Ross. Upon the motion of Commissioner Dale and second by Commissioner White the Board voted unanimously to approve the case with a written decision to be issued within 30 days. The hearing concluded at 10:16 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER INDIGENT MATTERS

The Board met today at 10:02 a.m. to consider indigent matters. Present were: Commissioners Tom Dale and Pam White, Director of Indigent Services Yvonne Baker, Hearing Manager Kellie George, Deputy P.A. Dan Blocksom, Deputy P.A. Jim Cornwell and Deputy Clerk Jenen Ross.

The hospital requested a continuance for case nos. 2018-958 and 2018-667. Commissioner White made a motion to continue the cases to November 1, 2018. The motion was seconded by Commissioner Dale and carried unanimously.

Neither the hospital nor the applicant appeared for case no. 2018-791 and upon the motion of Commissioner White and second by Commissioner Dale the Board voted unanimously to issue a final denial with written decision within 30 days.

Case no. 2018-959 has met all eligibility criteria but is still awaiting a resource for payment. Commissioner White made a motion to place the case in suspension pending the outcome of the disability application. The motion was seconded by Commissioner Dale and carried unanimously.

Case nos. 2018-747 and 2018-1013 have met all eligibility criteria for approval after the initial denial. Commissioner White made a motion to issue a final approval within 30 days on case no. 2018-747. The motion was seconded by Commissioner Dale and carried unanimously.

The meeting concluded at 10:04 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER INDIGENT MATTERS

The Board met today at 10:17 a.m. to consider indigent matters. Present were: Commissioners Tom Dale and Pam White, Director of Indigent Services Yvonne Baker, Hearing Manager Kellie George, Deputy P.A. Dan Blocksom, Deputy P.A. Jim Cornwell and Deputy Clerk Jenen Ross.

Neither the hospital nor the applicant appeared on case nos. 2018-1004, 2018-714, 2018-774, 2018-987, 2018-967 and 2018-1011. Commissioner White made a motion to issue final denials with written decisions within 30 days. The motion was seconded by Commissioner Dale and carried unanimously.

Commissioner White made a motion to continue case no. 2018-970 to October 4, 2018. The motion was seconded by Commissioner Dale and carried unanimously.

Case no. 2018-1013 met all eligibility criteria after the initial denial. Upon the motion of Commissioner White and second by Commissioner Dale the Board voted unanimously to issue a final approval within 30 days.

The following cases do not meet eligibility criteria for county assistance: 2018-1299, 2018-1309, 2018-1308, 2018-1279, 2018-1292, 2018-1301, 2018-1278, 2018-1300, 2018-1307, 2018-1289 and 2018-1290. Commissioner White made a motion to issue initial denials. The motion was seconded by Commissioner Dale and carried unanimously.

The meeting concluded at 10:20 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION –RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Note for the record: As properly noticed the Board met today at 10:27 a.m. for a legal staff update. A request was made to go into Executive Session to discuss records exempt from public disclosure. The Executive Session was held as follows:

Commissioner White made a motion to go into Executive Session at 10:27 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 Tom Dale and Pam White, Deputy P.A. Brad Goodsell and Deputy Clerk Jenen Ross. The Executive Session concluded at 10:47 a.m. with no decision being called for in open session.

SEPTEMBER 2018 TERM

CALDWELL, IDAHO SEPTEMBER 7, 2018

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):

- Grainger's in the amount of \$1638.32 for the Facilities department

MEETING WITH COUNTY ATTORNEYS FOR LEGAL STAFF UPDATE AND CONSIDER ACTION ITEMS

The Board met today at 9:03 a.m. with county attorneys for a legal staff update and to consider action items. Present were: Commissioners Tom Dale and Pam White, Prosecutor Bryan Taylor, Deputy P.A. Dan Blocksom, HR Generalist Demi Etheridge and Deputy Clerk Jenen Ross. The action items were considered as follows:

Consider signing a resolution classifying records of the Canyon County Sheriff's Office and authorizing the destruction of certain records/recordings: Dan Blocksom said this resolution is to destroy dispatch recordings that occurred prior to September 1, 2016; anything that is the subject of litigation will not be destroyed. Legal has reviewed the resolution and there is no reason not to sign. Commissioner White made a motion to sign the resolution classifying records of the Canyon County Sheriff's Office and authorizing the destruction of certain records/recordings. The motion was seconded by Commissioner Dale and carried unanimously (see resolution no. 18-146).

Consider signing a resolution approving the addition of six (6) positions to the Prosecuting Attorney's Office: Prosecutor Taylor said these are positions that were approved in the FY2019 budget and are to account for the City of Caldwell prosecution contract. Upon the motion of Commissioner White and second by Commissioner Dale the Board voted unanimously to sign the resolution approving the addition of six (6) positions to the Prosecuting Attorney's Office (see resolution no. 18-145).

There were no other items for discussion at the legal staff update. The meeting concluded at 9:12 a.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH CANYON COUNTY CONTROLLER TO CONSIDER GRANTING SEVEN DAY EXTENSION REQUEST FOR LEVY CERTIFICATION

The Board met today at 9:38 a.m. with the Controller to consider granting seven day extension request for levy certification. Present were: Commissioners Tom Dale and Pam White, Controller Zach Wagoner, Sr. System Analyst Steve Onofrei and Deputy Clerk Jenen Ross. Mr. Wagoner said that Idaho code allows for school districts to request an extension based on enrollment and attendance. If attendance has increased from the previous year school districts can request an emergency levy, they have until Monday to verify those numbers. There are five school districts that have requested a seven working day extension, those districts are Nampa, West Ada, Melba, Caldwell and Middleton. The final numbers will be due on September 17th. Commissioner White made a motion to grant a 7-day extension request for levy certification. The motion was seconded by Commissioner Dale and carried unanimously (see resolution no. 18-147). The meeting concluded at 9:49 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today with the Director of Human Resources to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Pam White, HR Director Sue Baumgart, HR Investigator Rich Soto and Deputy Clerk Jenen Ross. Director Baumgart brought the new HR Investigator Rich Soto to introduce the Board. Leadership training dates have been scheduled for December, March, June and September. Ms. Baumgart will draft an email to be sent from the Board to the 14 department administrators explaining that the meetings will be mandatory; additionally she will send calendar invites to each department administrator. Mr. Price is currently reviewing the ordinances and regulations for Commissioners and would like to do a refresher to cover the responsibilities, roles and Idaho State laws that govern Commissioners. He will also work to outline a specific training for the Board which Ms. Baumgart will share with the Board once she receives it from Mr. Price. A discussion was had as to whether it would be better to have the county legal staff review the roles and responsibilities of County Commissioners with the Board or if it would be better to have Mr. Price cover this as he is a neutral party. After the discussion Commissioners Dale and White both decided they are comfortable with Mr. Price conducting this refresher for the Board. Ms. Baumgart said she would meet with him again to get an outline and then schedule a meeting between Mr. Price and the Board. Meetings with the Board for the refresher and to review the roles and responsibilities will take place after the new year when the new Commissioners starts. The health fair is happening soon where people will be able to receive flu shots and sign up for health screenings. Additionally, they will be going out to the DMV to give flu shots. The meeting concluded at 10:16 a.m. An audio recording is on file in the Commissioners' Office.

SEPTEMBER 2018 TERM

CALDWELL, IDAHO SEPTEMBER 10, 2018

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):

- Dell, Inc. in the amount of \$1997.95 for the Information Technology department
- ESRI, Inc. in the amount of \$37,385.62 for the Information Technology department
- Carousel Industries in the amount of \$23,777.48 for the Information Technology department

MEETING WITH COUNTY ATTORNEYS FOR LEGAL STAFF UPDATE AND CONSIDER ACTION ITEMS

The Board met today at 9:02 a.m. with county attorneys for a legal staff update and to consider action items. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Zach Wesley, Lt. Dave Schorzman left at 9:09 a.m., Director of Indigent Services Yvonne Baker left at 9:04 a.m., Facilities Director Paul Navarro left at 9:05 a.m., Director of DSD Tricia Nilsson and Deputy Clerk Jenen Ross. The action items were considered as follows:

Consider signing psychiatric services agreement between Rick Yavruian, D.O. and Canyon County: Commissioner White made a motion to sign the psychiatric services agreement between Rick Yavruian, D.O. and Canyon County. The motion was seconded by Commissioner Dale and carried unanimously (see agreement no. 18-127).

Consider signing first amendment to lease agreement No.13-100 between Snake River Properties Boise, LLC and Canyon County renewal no. 5: This is the Industrial Way warehouse where all the surplus property, ballots and various county records are stored. Upon the motion of Commissioner White and second by Commissioner Dale the Board voted unanimously to sign the first amendment to lease agreement no. 13-100 between Snake River Properties Boise, LLC and Canyon County renewal no. 5 (see agreement no. 18-128).

Consider signing Canyon County emergency operations plan consultant services agreement with Tetra Tech: This contractor has done similar plans for other local areas. It will be funded thru the Homeland Security grant. The cost of the agreement is approximately \$30K and the contract provides that if the Homeland Security monies fall thru that the contract would be void at that point. With the exception of it being billed in phases as the work is complete this is a standard personal services contract. Lt. Schorzman doesn't see any reason the Homeland Security money shouldn't go thru barring any major government shutdown. Upon the motion of Commissioner White and second by Commissioner Dale the Board voted unanimously to sign the emergency operations plan consultant services agreement with Tetra Tech (see agreement no. 18-129).

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

A request was made to go into Executive Session to discuss records exempt from public disclosure and attorney-client communication, and to communicate with legal counsel regarding pending/imminently likely litigation. The Executive Session was held as follows:

Commissioner White made a motion to go into Executive Session at 9:09 a.m. pursuant to Idaho Code, Section 74-206(1) (d) and (f). 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. Zach Wesley, DSD Director Tricia Nilsson and Deputy Clerk Jenen Ross. The Executive Session concluded at 9:32 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.

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

The Board met today at 9:32 a.m. 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 update the Board on the following items: Permit levels are still high but a little less than a year ago; mechanical inspections are up but the number of permits has dropped. At this point they will probably not fill the plan review position. Revenue is at almost \$2M and she believes this may be a record high for her department; the department is a little over \$600K in the black with expenses at about 85%. Recruitment for the Planner III position has started. The meeting concluded at 9:40 a.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH THE WEED & GOPHER SUPERINTENDENT TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION AND EXECUTIVE SESSION PURSUANT TO IC 74-206(1) (B) TO DISCUSS PERSONNEL ISSUES RELATED TO SPECIFIC EMPLOYEES

The Board met today at 10:04 a.m. with the Weed & Gopher Superintendent to discuss general issues, set policy and give direction and for an executive session pursuant to IC 74-206(1) (b) to discuss personnel issues related to specific employees. Present were: Commissioners Tom Dale and Pam White, Weed & Gopher Superintendent AJ Mondor and Deputy Clerk Jenen Ross.

EXECUTIVE SESSION – PERSONNEL ISSUES RELATED TO SPECIFIC EMPLOYEES

A request was made to go into Executive Session to discuss a personnel issue related to specific employees. The Executive Session was held as follows:

Commissioner Dale made a motion to go into Executive Session at 10:05 a.m. pursuant to Idaho Code, Section 74-206(1) (b). The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners 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, Weed & Gopher Superintendent AJ Mondor, and Deputy Clerk Jenen Ross. The Executive Session concluded at 10:39 a.m. with no decision being called for in open session.

MEETING WITH THE COUNTY AGENT TO DISCUSS GENERAL ISSUES

The Board met today at 2:03 p.m. with the County Agent to discuss general issues. Present were: Commissioners Tom Dale and Pam White, County Agent Jerry Neufeld, 4-H Extension Educator Carrie Johnson and Deputy Clerk Jenen Ross. Mr. Neufeld and Ms. Johnson updated the Board on the following issues: A new livestock educator started over the summer; they still have two vacant positions – the horticultural educator position is being advertised right now and a 4-H position that is a joint position between Ada and Canyon Counties for

underserved areas of the counties that typically don't participate in 4H. A discussion was had regarding the potential of an additional employee for FY2020; Commissioner White asked Mr. Neufeld to work thru some of the details regarding what the responsibilities of the position would be. Ms. Johnson said the fair went really well this year; they will be having a monthly meetings with Director Sinner on ways to continue making the fair better each year. They are just finishing the second round of STEP (Short Term Enrollment Program) and have several volunteers that have become hunters ed. certified and can now teach hunters ed. They are hoping to have some regular STEP classes this fall; the shooting sports program continues to grow. Ms. Johnson goes to Sacagawea Elementary every Monday and Thursday before school to conduct a kid's yoga class. The Indian Creek Festival is this weekend where they will host a craft table and the master gardeners will have a tomato taste-off. National 4H week is October 7th. The meeting concluded at 2:21 p.m. An audio recording is on file in the Commissioners' Office.

SEPTEMBER 2018 TERM
CALDWELL, IDAHO SEPTEMBER 11, 2018

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

APPROVED CLAIMS ORDER NO. 9/11/18

The Board of Commissioners approved payment of County claims in the amount of \$28,277.21 for accounts payable.

APPROVED CLAIMS ORDER NO. 9/25/18

The Board of Commissioners approved payment of County claims in the amount of \$338,561.41 and \$220,220.49 for accounts payable.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Woodland Empire Ale Craft Inc. /WDLND Empire Ale Craft to be used 9/14/18 and 9/15/18 for a farm dinner.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Idaho Tower Construction Co. in the amount of \$2040.00 for the Information Technology department
- Creative Concrete Construction in the amount of \$3090.00 for Solid Waste department
- Idaho Tower Construction Company in the amount of \$2040.00 for the Information Technology department
- Apple in the amount of \$3831.00 for the Information Technology department
- CCIT in the amount of \$2400.00 for the Information Technology department

FILE IN MINUTES

As a ministerial item the Board signed an engagement letter with Simmons Hanly Conroy LLC, Crueger Dickinson LLC, and von Briensen & Roper, s.c., as counsel in relation to claims against opioid manufacturers and opioid distributors.

LEGAL STAFF UPDATE AND CONSIDER ACTION ITEM

The Board met today at 9:04 a.m. for a legal staff update and to consider an action item. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley, DSD Director Tricia Nilsson and Deputy Clerk Jenen Ross. The action item was considered as follows:

Legal staff update and consider signing addendum 2 to RFP for Comprehensive Plan Consultant: Zach Wesley explained this is the question and answer addendum to the RFP. One question was received asking if there is a requirement to provide a cost estimate. Commissioner Rule made a motion to sign addendum 2 to RFP for Comprehensive Plan Consultant. The motion was seconded by Commissioner White and carried unanimously.

EXECUTIVE SESSION – RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND TO COMMUNICATE WITH LEGAL COUNSEL REGARDING PENDING/IMMINENTLY LIKELY LITIGATION

A request was made to go into Executive Session to discuss records exempt from public disclosure 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 9:06 a.m. pursuant to Idaho Code, Section 74-206(1) (d) and (f). The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy PA Zach Wesley, DSD Director Tricia Nilsson and Deputy Clerk Jenen Ross. The Executive Session concluded

at 9:22 a.m. with no decision being called for in open session. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

CONSIDER FINAL PLAT FOR JUBILEE PARADISE SUBDIVISION

The Board met today at 10:00 a.m. to consider the final plat for Jubilee Paradise Subdivision. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, DSD Planner Jennifer Almeida, Dallas Downing, and Deputy Clerk Monica Reeves. Ms. Almeida reported that the property is in a rural residential zone and its proposed lots meeting the minimum lot size requirement of two acres. The final plat has been reviewed by the County engineer and recommended for approval. All conditions have been met and all signatures are in place. Staff finds the final plat meets the requirements of Idaho Code and the Canyon County Zoning Ordinance and is ready for the Board's approval. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to approve the final plat for Jubilee Paradise Subdivision. The meeting concluded at 10:02 a.m. An audio recording is on file in the Commissioners' Office.

SEPTEMBER 2018 TERM

CALDWELL, IDAHO SEPTEMBER 12, 2018

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

APPROVED CLAIMS ORDER NO. 1825

The Board of Commissioners approved payment of County claims in the amount of \$1,535,350.20 for a County payroll.

PUBLIC HEARING – CANYON LAKES ESTATES SUBDIVISION PHASE 2

The Board met today at 1:31 p.m. to conduct a public hearing in the matter of a request by James and Patricia Gibson for approval of the preliminary plat, final plat and irrigation and drainage plan for Canyon Lakes Estates Phase 2, Case No. SD-PH2017-47. Present were: Commissioners Tom Dale and Steve Rule, DSD Director Tricia Nilsson, DSD Planner Kyle McCormick, James and Patricia Gibson, Cheyenne Weston, other interested citizens and Deputy Clerk Monica Reeves. Kyle McCormick gave the oral staff report. The applicants are applying for the preliminary plat, irrigation and drainage plan, and the final plat for Canyon Lakes Estates Subdivision Phase 2. The subject property is currently zoned as "C1" (Neighborhood Commercial) and is designated as commercial on Canyon County's Future Land Use Map. The property is located within the Caldwell Impact Area and is designated as residential

estates on Caldwell's Future Land Use Plan. Parcel R32900100 is currently a part of North Lake Acres Subdivision which was platted as two lots in 2003. In 2006 these two lots were meant to be Phase 2 of Canyon Lakes Estates Subdivision Phase 1, it just wasn't platted in 2006 so they are now going back through the process to plat it into one commercial lot. The applicants also applied for a conditional use permit for mini-storage and RV storage and they received approval from the P&Z Commission on December 21, 2017. The P&Z Commission recommended approval of the preliminary plat and final plat as well as the irrigation and drainage plan. The reason for the plat is to make a more suitable site plan for the RV and mini-storage facility. The subdivision consists of the one lot and will remove a non-platted lot line with the utility easements being vacated along that existing lot. The Idaho Transportation Department (ITD) has completed a corridor study of State Highway 55/Karcher Road that shares a future right-of-way of 140 feet. The applicants are not required to dedicate the section along Highway 55 but they have placed a 90-foot building setback which will allow for a 70-foot buildout of Karcher Road as well a 20-foot additional structural setback for any buildings that go on the parcel. ITD submitted new comments on August 28, 2018 stating the applicants are in compliance with the conditions of approval and they do not object to the request. At the request of the Caldwell Fire Department, secondary emergency services access is required onto Karcher Road and the applicants received approval for an approach onto Karcher Road for emergency service access only so there will be a gate with box to where the fire department is the only one with access to that approach. The applicant has requested subdivision improvement waivers from the City of Caldwell; they received a waiver on the streetlight light improvements but are required to build curb, gutter and sidewalk and they have to do some widening of Farmway Road at the turn onto Karcher Road. The applicants have received a bond in the amount of 120% for those improvements and a letter of credit has been received from the West Mark Credit Union. The access at Farmway Road is going to be the primary entry/exit location for patrons using the storage facility and the approach is located approximately 360 feet from the intersection at Farmway Road and Karcher Road and it's planned to meet all the requirements of Canyon Highway District for a 40-foot wide paved apron meeting commercial approach standards. The applicants have complied with all highway district requirements and the district has given approval of final plat acceptance and has signed the final plat. The applicants have complied with the three conditions that were required by the P&Z Commission, and staff is recommending approval. Commissioner Rule asked for clarification on ITD's comment that an increased trip generation would require resubmittal by the applicants. Director Nilsson said for the use that was presented to ITD and with the approval of that use for a mini-storage it's a pretty low trip generation versus a convenience store, for example, and so if the use changes to something higher they will have to re-evaluate their approach permit and understand the change in trip generation. Cheyne Weston testified about his concerns that the neighbors outside the 300 foot notification area did not receive notice of today's hearing. He spoke about how commercial activities have large impacts and questioned why this proposal is not required to have city services. He also has concerns about whether the applicants will be asking for a commercial well. Mr. McCormick said the storage units had to go through a conditional use permit at which time the services were looked at as far as how much water was going to be needed but the use of storage units doesn't require a lot of water. There will be an office on site with a septic and a well. Mr. Weston said if the use migrates or changes it could totally change the situation especially in the terms of traffic because

there's been a request for a large-scale development on the opposite side of the road. He wants to make sure neighbors receive notification if the use changes. Director Nilsson said if the zoning has been done and there are no other restrictions and they want a building permit they will have to come in with the approach permit and meet the conditions imposed by the agencies, including ITD and Southwest District Health. Agency approval prior to pulling the building permit ensures that public services are available at the time of development. There isn't a public review of that but that is the involvement of the agencies in having it vetted before someone can apply for a building permit. DSD does not notify people of a building permit application. It is reviewed for zoning compliance in terms of setbacks, any special plat notes to comply with and then it goes to plat review and then it's issued a permit and then at that point it has to comply with the building code. There's no additional public review or meetings in that process. Commissioner Dale said this property has already been rezoned and whatever use is available for that zone is allowable. Notification was given during the zoning and the comprehensive plan map change process. Mr. Weston said that's lacking by the County in terms of notification only being given to those within 300 feet of the property because this project has a larger impact, specifically regarding traffic. Mr. McCormick said their main access is off Farmway Road right now and Canyon Highway District has reviewed the site plan and final plat and has given approval. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to close public testimony. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to approve the preliminary plat, final plat, and the irrigation and drainage plan for Canyon Lakes Estates Phase 2, and to adopt the Findings of Fact, Conclusions of Law, Conditions of Approval, and Order. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to authorize the chairman to sign the final plat. The hearing concluded at 1:56 p.m. An audio recording is on file in the Commissioners' Office.

SEPTEMBER 2018 TERM

CALDWELL, IDAHO SEPTEMBER 13, 2018

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

No meetings were conducted.

SEPTEMBER 2018 TERM

CALDWELL, IDAHO SEPTEMBER 14, 2018

PRESENT: Commissioner Tom Dale, Chairman
Commissioner Pam White – out of the office
Commissioner Steve Rule

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Amazon in the amount of \$3248.80 for the Information Technology department
- BOE in the amount of \$12,661.80 for the Information Technology department

LEGAL STAFF UPDATE AND CONSIDER ACTION ITEMS

The Board met today at 10:30 a.m. for a legal staff update and to consider action items. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Zach Wesley, Deputy P.A. Dan Blocksom, Chief Deputy P.A. Sam Laugheed, HR Director Sue Baumgart, Indigent Services Director Yvonne Baker, DSD Planner Daniel Lister left at 10:40 a.m., Controller Zach Wagoner, Katee Dodge from Pioneer Title left at 10:41 a.m. and Deputy Clerk Jenen Ross. The action items were considered as follows:

Consider signing closing documents including deeds for highway 20-26 property sold at auction: Zach Wesley said these are standard real estate closing documents. Commissioner Rule made a motion to sign the closing documents including the deed for the highway 20-26 property sold at auction. The motion was seconded by Commissioner Dale and carried unanimously. A check will be delivered to the Clerk's office this afternoon once the buyer has signed the documents. Commissioner Rule confirmed with Controller Wagoner that these funds will be deposited directly into the county fair fund.

Consider signing FY2019 renewal with Delta Dental: Zach Wesley explained that this is a renewal that comes with a 3% increase which raises the cost from \$4.54 to \$4.68 per employee, beyond that there are no other changes to the policy. Upon the motion of Commissioner Rule and second by Commissioner Dale the board voted unanimously to sign the FY2019 renewal with Delta Dental (see agreement no. 18-130).

Consider approval/denial of a resolution for a refund request for a conditional use permit for Darrin and Tamara Buys case no. CU2018-0012: The C.U.P. was for a trucking storage facility but the zoning doesn't allow for it. They have been working with the City of Nampa and are eligible for annexation. DSD did not do any work on the application.

Consider approval/denial of a resolution for a refund request for a property boundary adjustment to Linda Talich case no. AD2018-0100: This was for a property boundary adjustment to correct an error but they discovered the property itself was created illegally. In order to get everything corrected DSD asked them to go thru another series of processes but due to the cost they have decided not to move forward and have chosen to withdraw their application.

Commissioner Rule made a motion to grant the refund requests for Darrin and Tamara Buys, case no. CU2018-0012 (see resolution no. 18-148) and Linda Talich, case no. AD2018-0100 (see resolution no. 18-149). The motion was seconded by Commissioner Dale and carried unanimously.

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

A request was made to go into Executive Session to discuss personnel matters, acquisition of an interest in real property, records that are exempt from public disclosure and attorney-client communication. The Executive Session was held as follows:

Commissioner Rule made a motion to go into Executive Session at 10:41 a.m. pursuant to Idaho Code, Section 74-206(1) (c) and (d). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Rule and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale and Steve Rule, Chief Deputy P.A. Sam Laugheed, Controller Zach Wagoner, Deputy P.A. Zach Wesley, HR Director Sue Baumgart, Director of Indigent Services Yvonne Baker and Deputy Clerk Jenen Ross. At the conclusion of the Executive Session Commissioner Rule made an amended motion to include section (b). The amended motion was seconded by Commissioner Dale. A roll call vote was taken and carried unanimously. The Executive Session concluded at 11:21 a.m. with no decision being called for in open session.

Consider signing Computer Arts, Inc. master agreement and software & support license: Dan Blocksom said this is the main software for the Indigent Services department and is a critical part of their operation. Upon the motion of Commissioner Rule and second by Commissioner Dale the Board voted unanimously to sign the Computer Arts, Inc. master agreement and software & support license (see agreement no. 18-131).

The meeting concluded at 11:23 a.m. An audio recording is on file in the Commissioners' Office.

SEPTEMBER 2018 TERM
CALDWELL, IDAHO SEPTEMBER 17, 2018

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

MEETING WITH PARKS DIRECTOR TO DISCUSS THE CELEBRATION PARK TRAVEL MANAGEMENT PLAN AND CONSIDER APPROVING COMMENT TO SUBMIT TO THE BUREAU OF LAND MANAGEMENT REGARDING MORLEY NELSON SNAKE RIVER BIRDS OF PREY NATIONAL CONSERVATION AREA WEST (AKA "CELEBRATION PARK") TRAVEL MANAGEMENT PLAN

The Board met today at 8:31 a.m. for a meeting with Parks Director to discuss the Celebration Park Travel Management Plan and consider approving comment to submit to the Bureau of Land Management regarding Morley Nelson Snake River Birds of Prey National Conservation Area West (aka "Celebration Park") Travel Management Plan. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Dan Blocksom, Parks Director Nicki Schwend and Deputy Clerk Jenen Ross. Director Schwend provided the Board with paperwork that outlines the Draft Travel Management Plan and Environmental Assessment provided by the BLM with illustrations of what is being referenced (a copy of this paperwork is on file with this day's minutes). For a long time there has been a lot of push-back and butting of heads between the BLM and the County which led the County to develop Hot Spot Lane that went from Sinker Rd. into the park. Over time there has been changes in personnel and the way things are being handled and done. BLM has worked on changing some things and one of the first items that the new manager, Amanda Hoffman, worked on in 2017 was the BLM Travel Management Plan West that included a large area of the NCA. The Parks department made comment at that time that they would love to see something done about the road conditions on what is commonly known as Victory Lane. As time went by the project was put on hold but a significant number of comments were received specifically about Celebration Park so they decided to pull that section out as a specific focus. A lot of due diligence has been done on this project over the past 5-6 months with the Parks department providing any archaeological information they have for that area because one of the concerns is all the additional roads and the braiding of roads that has been happening out there as they know there are disturbances happening not only to the scenery and natural habitat but also to the cultural resources. Thru the research and due diligence that has been done no significant impacts that need any more mitigation have been found so at this point they are in the 30-day comment period which ends this Friday. BLM really hesitates to close down roads so County support is fairly imperative for this to happen. There are two actions being proposed 1) no action would happen; leave it as-is and let people continue with what they're doing 2) proposed action to close .8 miles of existing primitive roads that are redundant loops. Significant comments were also received from equestrian groups needing a place to deal with horses so in response to that they are going to put in a gravel parking lot, corral and tie-ups in the areas that they already use. With these changes to the road it will provide a safer looped access with improvements to the road they are protecting archaeological resources by keeping people on one lane and it will be improved so that emergency vehicles can get in and out. Additionally, this will put the parks in much better standing with Melba Fire who have had concerns about people being in the park without proper road conditions to get out. This is the closest this has ever been to happening and Director Schwend doesn't believe they would go thru all the work again if it doesn't go thru now. She has prepared a comment to be submitted. Ms. Schwend read her comment into the record for the Board's consideration (a copy of the statement is on file with this day's minute entry). Commissioner

Rule made a suggestion of the removal of one sentence which Ms. Schwend agreed to remove. Commissioner Rule made a motion to approve the letter Director Schwend is proposing to send on behalf of the Canyon County Parks Department. The motion was seconded by Commissioner White and carried unanimously. The meeting concluded at 8:52 a.m. An audio recording is on file in the Commissioners' Office.

FILE IN MINUTES

The Board filed the Treasurer's tax charge adjustment by PIN for August 2018 in today's minutes.

CONSIDER SIGNING NOTICE OF UNSCHEDULED REVENUE HEARING FOR FY2018

The Board met today at 9:31 a.m. to consider signing a notice of unscheduled revenue hearing for FY2018. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. Controller Wagoner presented the Board with a hearing notice for the following budget adjustments:

Current Expense Fund: \$2,250,000 in the facilities budget for the initial payment for the temporary jail trailer lease.

Indigent Fund: \$200,000 in the public defender budget for conflict counsel and other expenses related to public defense.

Southwest District Health Fund: \$28,375 increase for the County's annual contribution. (Earlier this fiscal year an error was made where sufficient money was not included for their 3% increase.)

Problem Solving Courts Fund: \$20,000 for personnel costs.

Pest Control Fund: \$20,000 for personnel costs associated with pest control and eradication activities.

There will be an increase on the revenue side and a corresponding increase on the expenditure side to allow the budget to remain in balance. The dollar amounts are covered by local sources, there is no increase in property tax. Commissioner White made a motion to sign the notice of unscheduled revenue hearing which sets a hearing date of September 28, 2018 at 11:00 a.m. The motion was seconded by Commissioner Dale. Commissioner Rule understands the concept and the need but said there are a couple expenditures he opposes so he will not support this. A roll call vote was taken on the motion with Commissioners White and Dale voting in favor and Commissioner Rule voting against. The motion carried by a two-to-one split vote. The meeting concluded at 9:37 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 10:02 a.m. with the Director of Juvenile Detention to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Director of Juvenile Detention Steve Jett and Deputy Clerk Jenen Ross. Director Jett updated the Board on the following items: The numbers continue to fluctuate; they were at 31 over the weekend but a few days ago they were at 19. They currently have a couple openings but he'll wait to fill the positions until the numbers start consistently going back up. Three people are close to completing their field training program and then they will be assigned to a team. Two people from his department have recently been hired on with local police or sheriff's offices. They've had a couple kids who have required mental health services which takes a little more staff time. The Idaho Juvenile Justice Association will be having training in Nampa this year, two supervisors will be attending the Women in Corrections in Juvenile Justice training in California and the National Partnership for Juvenile Service conference is coming up. Over 1800 lbs. have been harvested from the garden. Director Jett will be attending several trainings over the next few months. The meeting concluded at 10:19 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 10:34 a.m. with the Fleet Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Fleet Director Mark Tolman and Deputy Clerk Jenen Ross. Director Tolman updated the Board on the following items: He is continuing to close out FY2018 and working on FY2019. There will be a PO coming thru for a truck for the waterways; this is the vehicle that will be purchased with the grant that was awarded, the county's portion will be just under \$10K. He will be setting up a time to meet with HR Director Baumgart and Controller Zach Wagoner to discuss an issue with wages/re-evaluation of positions that has been an issue for several years. The meeting concluded at 10:42 a.m. An audio recording is on file in the Commissioners' Office.

MEETING TO RESCHEDULE THE PUBLIC HEARING TO CONSIDER APPROVAL/DENIAL OF A REQUEST BY TYLER HESS/HESS PROPERTIES, LLC FOR A PRELIMINARY PLAT, FINAL PLAT, IRRIGATION AND DRAINAGE PLAN; CASE NO. PH2017-75

The Board met today at 1:33 p.m. today to reschedule the public hearing to consider approval/denial of a request by Tyler Hess/Hess Properties, LLC for a preliminary plat, final plat, irrigation and drainage plan; case no. PH2017-75. Present were: Commissioners Tom Dale and Pam White, DSD Planner Kyle McCormick and Deputy Clerk Jenen Ross. Mr. McCormick said the developers are not quite ready for signatures on the final plat; they are still working on some the improvements to the subdivision and some of the conditions of approval. They anticipate being ready for signatures by next week. Commissioner White made a motion to reschedule the public hearing to September 28, 2018 at 9:30 a.m. The

motion was seconded by Commissioner Dale and carried unanimously. The meeting concluded at 1:34 p.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING TO CONSIDER APPROVAL/DENIAL OF A REQUEST BY CANYON COUNTY FOR A COMPREHENSIVE PLAN TEXT AMENDMENT, ZONING ORDINANCE TEXT AMENDMENT, FINDINGS OF FACT, CONCLUSIONS OF LAW & ORDER AND RESOLUTION FOR A COMPREHENSIVE PLAN TEXT AMENDMENT AND ORDINANCE FOR ZONING ORDINANCE; CASE NO. OR2018-0003 & RZ2018-0009

The Board met today at 2:02 p.m. for a public hearing to consider approval/denial of a request by Canyon County for a comprehensive plan text amendment, zoning ordinance text amendment, findings of fact, conclusions of law & order and resolution for a comprehensive plan text amendment and ordinance for zoning ordinance; Case Nos. OR2018-0003 & RZ2018-0009. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley, DSD Director Tricia Nilsson, DSD Planner Jennifer Almeida and Deputy Clerk Jenen Ross. Jennifer Almeida gave the oral staff report. The application was originally made to include a request to apply a mixed use zones to properties that were owned by Canyon County. That particular portion of the request has been withdrawn so the request being considered today is just in regards to a comprehensive plan text amendment and a zoning ordinance amendment applying to mixed use zones. The Planning and Zoning Commission recommended approval of both requests on July 19, 2018. The comprehensive plan text amendment is for the purpose of adding a mixed use designation as well as adding policies pertaining to the mixed use. The proposed text amendment is attached in the staff report as exhibit 2. The proposed text amendment would only be allowed in areas of city impact in which the city has also designated the area as mixed use on their future land use map. Also, part of the request is a zoning ordinance text amendment to create a mixed use zoning district and to amend the code provisions administering the mixed use zone and those are found in exhibit 3. Staff has reviewed the request and is recommending approval of both the comprehensive plan text amendment as well as the zoning ordinance amendment. Commissioner Dale confirmed that really the only thing this is changing is the ability for someone to request a mixed use zone where as today that opportunity is not available. Ms. Almeida said that is accurate with a couple of caveats being that the city must also designate it as mixed use and it needs to be along an arterial. Commissioner White made a motion to approve the proposed comprehensive plan text amendment and the Canyon County zoning ordinance text amendment and approve the resolution for the comprehensive plan text, case nos. OR2018-0003 and RZ2018-0009. The motion was seconded by Commissioner Rule. After some additional discussion the motion and second were withdrawn. Commissioner White made a subsequent motion to approve the proposed comprehensive plan text amendment, findings and the resolution for comprehensive plan text amendment for case no OR2018-0003. The motion was seconded by Commissioner Rule and carried unanimously. Commissioner Rule made a motion to approve the ordinance for the zoning ordinance text amendment, case no. RZ2018-0009. The motion was seconded by Commissioner White and carried unanimously. Commissioner Rule made a motion directing the staff to provide a summary for Board consideration at a later time. The motion was seconded by

Commissioner White and carried unanimously. The meeting concluded at 2:14 p.m. An audio recording is on file in the Commissioners' Office.

SEPTEMBER 2018 TERM
CALDWELL, IDAHO SEPTEMBER 18, 2018

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):

- Neopost in the amount of \$10,199.00 for the Information Technology department

MEETING WITH COUNTY ATTORNEYS FOR LEGAL STAFF UPDATE TO CONSIDER SIGNING CANYON COUNTY'S DISPATCH SERVICES AGREEMENT WITH CITY OF CALDWELL

The Board met today at 8:32 a.m. for a legal staff update and to consider signing Canyon County's dispatch services agreement with the City of Caldwell. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley, Chief Deputy Sheriff Marv Dashiell and Deputy Clerk Jenen Ross.

Consider Signing Canyon County's Dispatch Services Agreement with City of Caldwell: Chief Dashiell explained that several years ago negotiations were worked thru with the Caldwell Police Department and an agreement was reached where the county would be able to receive fees back for services provided outside the scope of emergency requirements. This year Chief Dashiell worked with the Caldwell Police Chief and as they worked in the Spillman upgrade they also worked in a cash payment be included in lieu of raising their dispatch fees this year. The cost will be held at about \$291K for the upcoming fiscal year, which is the same fee that was held for the current fiscal year and the following two years of the agreement will freeze at \$300K. Zach Wesley said the agreement contains provisions for three additional years with a 3% increase built-in in the event we just want to continue with this agreement; there are also cancellation clauses for the both the city and the county. Upon the motion of Commissioner Rule and second by Commissioner White the Board voted unanimously to sign the dispatch service agreement with the City of Caldwell (see agreement no. 18-132). The meeting concluded at 8:36 a.m. An audio recording is on file in the Commissioners' Office.

SEPTEMBER 2018 TERM

CALDWELL, IDAHO SEPTEMBER 19, 2018

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

APPROVED CLAIMS ORDER NO. 9/25/18

The Board of Commissioners approved payment of County claims in the amount of \$63,616.88, \$147,554.19, \$110,899.32, \$124,628.59, \$37,203.19, \$16,229.99, \$1888.00 and \$3104.00 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Jumper Cables Embroidery in the amount of \$1176.29 for the Development Services department
- HP, Inc. in the amount of \$6224.00 for the Information Technology department

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Lost West Winery to be used 9/24/18 and 9/25/18 for an Idaho Wine Commission Boot Camp.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Eastside Tavern to be used 10/6/18 for a wedding.

MEETING WITH COUNTY ATTORNEYS FOR LEGAL STAFF UPDATE AND CONSIDER ACTION ITEMS

The Board met today at 9:33 a.m. with County attorneys for a legal staff update and to consider action items. Present were: Commissioners Pam White and Steve Rule, Commissioner Dale arrived at 9:45 a.m., Chief Deputy Sheriff Marv Dashiell, Captain Darren Ward, Lt. Dave Schorzman left at 9:44 a.m., Facilities Director Paul Navarro, IT Director Greg Rast, Solid Waste Director David Loper left at 9:39 a.m., Deputy P.A. Mike Porter, Deputy P.A. Brad Goodsell left at 9:39 a.m., Deputy P.A. Jim Cornwell and Deputy Clerk Jenen Ross. The action items were considered as follows:

Consider signing Tetra Tech, Inc. Change Order No. 14: Brad Goodsell explained that Tetra Tech was initially engaged to do some planning work for the Landfill and its expansion but there have been a number of change orders over the past 2-3 years and next year a new contract will probably be proposed. This particular change order is to get thru the end of September. Director Loper said they will be doing some groundwater sampling as one well has shown some very low levels of items they've been looking into in more detail and there is another well/pump that has been having some issues. The total change order amount is about \$7000. Mr. Goodsell said that under their contract they provide certain consulting services and these change orders are to add different consulting services. Part of the reason for so many change orders is because as they start to do design work new issues or projects come up but we're now to the point that we're ready to implement those; and now that we know what needs to happen and there is a plan going forward a new contract can be written which will eliminate the need for doing change orders in the future. Upon the motion of Commissioner Rule and second by Commissioner White the Board voted unanimously to sign change order no. 14 with Tetra Tech, Inc. The motion was seconded by Commissioner White and carried unanimously (see agreement no. 18-133).

Consider signing 2018 State Homeland Security Grant Sub recipient Agreement for Canyon County and 2018 Emergency Management Performance Grant Subrecipient Agreement for Canyon County: Lt. Schorzman explained these are the annual pass-thru grants from FEMA through the Idaho Office of Emergency Management. One grant is the 2018 Emergency Management Performance Grant which is a 50% match on money that the county has expended. Two projects are being paid for with this grant, the first is to offset the salary and benefits for Lt. Schorzman and the second project is to offset the cost of the Motorola Service agreement (see agreement no. 18-135). The other grant is the 2018 State Homeland Security Grant which is usually used for training exercises and equipment; there are 10 projects that have fallen under this grant this year (see agreement no. 18-134). Commissioner Rule made a motion to sign the 2018 State Homeland Security Grant Sub recipient agreement for Canyon County. The motion was seconded by Commissioner White and carried unanimously.

Consider signing Amendment No. 4 to Food Service Agreement with CBM Managed Services: Mike Porter said this amendment is to update pricing on a contract that has already been signed with CBM, the increase is 2.1% over cost. Legal has reviewed the amendment and there is no legal reason not to sign. Upon the motion of Commissioner Rule and second by Commissioner White the Board voted unanimously to sign amendment no. 4 to the food service agreement with CMB Managed Services (see agreement no. 18-136).

EXECUTIVE SESSION – PERSONNEL MATTERS AND TO COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

A request was made to go into Executive Session to discuss a personnel matter and to communicate with the County's risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:

Commissioner Rule made a motion to go into Executive Session at 9:46 a.m. pursuant to Idaho Code, Section 74-206(1) (b) and (i). The motion was seconded by Commissioner Dale. 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: Deputy P.A. Mike Porter, Deputy P.A. Jim Cornwell, Chief Deputy Sheriff Marv Dashiell, IT Director Greg Rast, Facilities Director Paul Navarro and Deputy Clerk Jenen Ross. The Executive Session concluded at 10:20 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.

PUBLIC HEARING TO CONSIDER APPROVAL/DENIAL OF A REQUEST BY KELLEY DICK FOR A PRELIMINARY PLAT, FINDINGS OF FACT, CONCLUSIONS OF LAW AND ORDER AND FINAL PLAT FOR HONEY BEE ACRES SUBDIVISION; CASE NO. SD2018-0009

The Board met today at 10:23 a.m. for a public hearing to consider approval/denial of a request by Kelley Dick for a preliminary plat, findings of fact, conclusions of law and order and final plat for Honey Bee Acres Subdivision, case no. SD2018-0009. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, DSD Planner Kyle McCormick, Carrie Dick, Kelley Dick, Judith Walter, Gerald Sproule, Jeff Beagley and Deputy Clerk Jenen Ross. Kyle McCormick gave the oral staff report stating that the request by Kelly and Carrie Dick is for a preliminary plat and final plat approval for Honey Bee Acres Subdivision which is a replat of lot 18 of block 1 for Greenview Acres Subdivision. The development consists of two lots and is accessed from a private road, Honey Bee Court. The subject parcel currently has one primary residence on it and is currently constructing a secondary residence. Halfway thru the construction the property owners were notified by their bank that in order to finish construction they needed to split the lot. Recently the applicants gained approval on a rezone from agricultural to rural residential to further split the lot. This is the second part of the process and in order to split the lot into two parcels they are required to go thru this short plat process. The Planning and Zoning Commission recommended approval of this application with five conditions of approval on August 16, 2018. To date the applicant has completed all the conditions of approval. As was stated it is going to be two residential lots, one will be approximately 2.61 acres in size and the other will be approximately 2.64 acres in size meeting the minimum size in the rural residential zone which is 2 acres. Irrigation water is available to the property in compliance with state law via gravity irrigation from Middleton Mill Ditch Company and domestic water is available from a shared well and the applicants have created a well water maintenance agreement which has been recorded with the Canyon County Recorder's Office. The septic system on site has already been installed for both houses in compliance with Southwest District Health requirements and they have signed off on the final plat. There is a section line going thru the existing house on the property but they've obtained approval from the highway district for a waiver. At the time the staff report was prepared staff hadn't received any letters in opposition. At the Planning and Zoning hearing there were some concerns expressed regarding access. The applicant has worked with the Star Fire Department in regards to better access and adequate turnaround spacing and have sent final approval. The approach

from Hwy 44 to Honey Bee Lane has been permitted under ITD permit no. 3-18-445. The applicant has complied with all the conditions of approval from Keller and Associates, the County engineer and the subdivision meets Idaho code and Canyon County Zoning Ordinance, article 23 requirements for preliminary and final plat. Staff is recommending approval of the application and has provided findings of fact, conclusions of law and conditions of approval for the Commissioners' consideration.

Carrie Dick offered testimony in favor of the application stating that they got pre-approval for a construction loan and end loan on their home but about halfway thru construction when they tried to lock in their interest rate they were informed that there could not be two residences on one property and that is what has brought them to this process.

Jeff Beagley offered testimony in favor of the application stating that he is the surveyor for this project and that all of the conditions have been met with all the signatures on the plat. Gerald Sproule offered testimony in opposition citing concerns about the safety of Highway 44 and the approach to Honey Bee Lane.

Carrie Dick offered rebuttal stating that they too have had concerns about the road but it is their understanding that it needs to be addressed thru the Road Users Association; there is an agreement on file, they've had meetings and talked with the neighbors. She doesn't feel that it's just one property owners responsibility to fix the entire road, it needs to be resolved with all the property owners thru the Road Users Association.

Kyle McCormick stated that since it's a private road the maintenance falls to the property owner. It currently has a Road Users Maintenance Agreement that's under the Road Users Association for Greenview Acres. The fire district has reviewed the road and they've given the final approval.

Commissioner Rule made a motion to close testimony. The motion was seconded by Commissioner White and carried unanimously.

Commissioner Dale feels the road is an issue that needs to be continually addressed with the association but it is not this Board's responsibility to address the road concerns, it is the Board's responsibility to determine if this is an adequate and proper division of the property which he believes it is.

Commissioner Rule said the Board doesn't have any say over health or fire departments, but it does approve land use development and this looks like it was done before the County was involved. He can't fault one homeowner for conditions on Highway 44 and has no problem with this moving forward.

Commissioner White made a motion to approve the request by Kelley Dick for a preliminary plat, findings of fact, conclusions of law and order and final plat for Honey Bee Acres Subdivision, case no. SD2018-0009. The motion was seconded by Commissioner Rule and carried unanimously. Upon the motion of Commissioner White and second by Commissioner

Rule the Board voted unanimously to authorize the Chairman to sign the Mylar. The meeting concluded at 10:41 a.m. An audio recording is on file in the Commissioners' Office.

SEPTEMBER 2018 TERM
CALDWELL, IDAHO SEPTEMBER 20, 2018

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

APPROVED SALARY RATE REQUEST AND/OR KEY & SECURITY ACCESS REQUEST FORM

The Board approved a salary rate request and/or key & security access request form for Jill Baker Musser.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Apple, Inc. in the amount of \$1249.00 for the Information Technology department

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Acapulco Mexican Restaurant to be used 10/6/18 for a quinceanera.

CONSIDER INDIGENT DECISIONS

The Board met today at 8:47 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Customer Service Specialist Robin Sneegas, Case Manager Kelsee Hale, Deputy P.A. Jim Cornwell, Deputy P.A. Dan Blocksom and Deputy Clerk Jenen Ross. The following cases do not meet the eligibility criteria for county assistance: 2018-1334, 2018-1258, 2018-1322, 2018-1394, 2018-1366, 2018-1323, 2018-1365, 2018-1315, 2018-1332, 2018-1317, 2018-1336, 2018-1340, 2018-1329, 2018-1324, 2018-1337, 2018-1297, 2018-1331, 2018-1327, 2018-1450, 2018-1318, 2018-1282, 2018-1326, 2018-1319, 2018-1321, 2018-1339, 2018-1320, 2018-1325, 2018-1427, 2018-1338, 2018-1294, 2018-1333 and 2018-1328. Commissioner White made a motion to issue initial denials with written decisions within 30 days. The motion was seconded by Commissioner

Rule and carried unanimously. The meeting concluded at 8:49 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER INDIGENT MATTERS

The Board met today at 8:57 a.m. to consider indigent matters. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Hearing Manager Kellie George, Case Manager Kelsee Hale, Deputy P.A. Jim Cornwell, Deputy P.A. Dan Blocksom and Deputy Clerk Jenen Ross. Upon the motion of Commissioner Rule and second by Commissioner White the Board voted unanimously to continue case no. 2018-898 to October 18, 2018, case no. 2018-818 to October 4, 2018 and case no. 2018-792 to November 15, 2018. Commissioner White made a motion to issue a written final denial on case no. 2018-132. The motion was seconded by Commissioner Rule and carried unanimously. Upon the motion of Commissioner Rule and second by Commissioner White the Board voted unanimously to issue written final approvals on case nos. 2018-1018, 2018-650, 2018-900 and 2018-950. The meeting concluded at 9:01 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2018-997

The Board met today at 9:03 a.m. to conduct a medical indigency hearing for case no. 2018-997. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Hearing Manager Kellie George, Case Manager Kelsee Hale, Deputy P.A. Jim Cornwell, Deputy P.A. Dan Blocksom, Julie Wood for St. Alphonsus, the applicant and Deputy Clerk Jenen Ross. Upon the motion of Commissioner Rule and second by Commissioner White the Board voted unanimously to deny the case. The hearing concluded at 9:13 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2018-1051

The Board met today at 9:15 a.m. to conduct a medical indigency hearing for case no. 2018-1051. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Hearing Manager Kellie George, Case Manager Kelsee Hale, Deputy P.A. Jim Cornwell, Deputy P.A. Dan Blocksom, Julie Wood for St. Alphonsus, the applicant and Deputy Clerk Jenen Ross. Upon the motion of Commissioner White and second by Commissioner Rule the Board voted unanimously to continue the case to October 18, 2018. The hearing concluded at 9:23 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2018-991

The Board met today at 9:27 a.m. to conduct a medical indigency hearing for case no. 2018-991. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Hearing Manager Kellie George, Case Manger Kelsee Hale, Deputy P.A. Jim Cornwell, Deputy P.A. Dan Blocksom, Julie Wood for St. Alphonsus, the applicant and Deputy Clerk Jenen Ross. Upon the motion of Commissioner Rule and second by Commissioner White the Board voted unanimously to continue the case to November 15, 2018. The hearing concluded at 9:45 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2018-1057

The Board met today at 9:47 a.m. to conduct a medical indigency hearing for case no. 2018-1057. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Hearing Manager Kellie George, Case Manager Kelsee Hale, Deputy P.A. Jim Cornwell, Deputy P.A. Dan Blocksom, Cortney Kriss with St. Luke's, Attorney Mark Peterson for St. Luke's, the applicant and Deputy Clerk Jenen Ross. Upon the motion of Commissioner White and second by Commissioner Rule the Board voted unanimously to approve the case with a written decision to be issued within 30 days. The hearing concluded at 9:56 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER INDIGENT MATTERS

The Board met today at 9:58 a.m. to consider indigent matters. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Hearing Manager Kellie George, Case Manager Kelsee Hale and Deputy Clerk Jenen Ross. Neither the hospital nor the applicant appeared on the following cases: 2018-897, 2018-664, 2018-1002, 2018-795, 2018-929, 2018-1044, 2018-1014, 2018-851, 2018-944 and 2018-1003. Commissioner Rule made a motion to issue final denials with written decisions within 30 days. The motion was seconded by Commissioner White and carried unanimously. The meeting concluded at 10:00 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING LETTER REGARDING JAIL PLAN FOR ICRMP

The Board met today at 10:16 a.m. to consider signing a letter regarding a jail plan for the ICRMP. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy P.A. Sam Laugheed, and Deputy Clerk Monica Reeves. Sam Laugheed said we received a letter from ICRMP several months ago where they had an underwriting assessment of the jail and had developed some concerns about the pool's ability to continue insuring the existing jail. We've had an ongoing dialogue with ICRMP over the years about all the temporary steps we've taken to mitigate the risk and no matter what we do the jail is going to be the County's biggest risk. He thinks we mitigated what we have to the extent possible but ICRMP had some continued concerns, in particular, they wanted the County to

communicate back to them formally where we were going and what kind of plan there was so that the stakeholders in ICRMP (all the other county and municipal members) would know that we were doing our best to address that risk. The deadline for us to get back to them formally is today and the letter that is before the Board memorializes the steps that were taken with regard to the temporary facility for females and it memorializes that bond counsel arrangements have been made and that the County is talking with counsel about a potential May 2019 bond election and the requirements for that and other options. It is sufficient with the understanding that we aren't conceding anything and are continuing to maximize efforts on a daily basis and he recommends the Board sign the letter. Commissioner White made a motion to sign the letter to Tim Osborne, the Director of ICRMP. The motion was seconded by Commissioner Dale. Commissioner Rule does not agree with the solutions so he voted no on the signing of the letter. Mr. Laugheed said what he takes from that is that this is a requirement and Commissioner Rule is not disagreeing that we are responding to ICRMP but that he does not endorse it. Commissioner Rule said that is correct. The signed letter is on file with this day's minute entry. The meeting concluded at 10:19 a.m. An audio recording is on file in the Commissioners' Office.

SEPTEMBER 2018 TERM

CALDWELL, IDAHO SEPTEMBER 21, 2018

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

LEGAL STAFF UPDATE AND CONSIDER ACTION ITEMS

The Board met today at 9:01 a.m. for a legal staff update and to consider action items. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy Sheriff Marv Dashiell, Jail Captain Darren Ward, HR Generalist Ellen Cahalan, DSD Director Tricia Nilsson left at 9:03 a.m., Chief Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley left at 9:03 a.m., Deputy P.A. Dan Blocksom, Deputy P.A. Zach Wagoner, Fleet Director Mark Tolman, HR Generalist Demi Etheridge, Chief Public Defender Aaron Bazzoli, Leslie Van Beek and Deputy Clerk Jenen Ross.

Open proposals for RFP Comprehensive Plan Consultant: One proposal was received from Logan Simpson on September 20, 2018 at 10:30 a.m. Director Nilsson will form a committee to review the proposal and then come back to the Board with their information. A copy of the proposal is on file with this day's minute entry.

Consider signing agreement between the Canyon County Ambulance District and Canyon County for the conveyance and transfer of an ambulance unit: Sam Laugheed explained there was a resolution and agreement prepared by the Ambulance District. The Board, sitting as the Ambulance District, has already executed the agreement on behalf of that entity; we're

here now on behalf of the County and under IC 31-807, the County can accept donated property. The agreement states that it is in the best interest of the County to accept the ambulance, all lettering will be removed from the vehicle, it's known that the vehicle has mileage in excess of 160,000 miles and all due diligence has been done. Commissioner White made a motion to sign the agreement between the Canyon County Ambulance District and Canyon County for the conveyance and transfer of the ambulance unit. The motion was seconded by Commissioner Rule and carried unanimously (see agreement no. 18-139).

Consider signing resolution to approve title, job description and salary change of one (1) position in the Sheriff's office for fiscal year 2019: Chief Dashiell said their Victim Witness Coordinator is currently handling 3-4 times more cases than other victim witness coordinators in the valley. They've reviewed their staffing levels and needs and the recommendation is to transfer one PCN classified as a deputy sheriff and reassigning it as a victim witness coordinator; the salary rate change is minor but would be beneficial to the county. Commissioner White made a motion to sign the resolution to approve the title, job description and salary change of one position in the Sheriff's Office for fiscal year 2019. The motion was seconded by Commissioner Rule and carried unanimously (see resolution no. 18-152).

Consider signing County Extension Agreement for University of Idaho Extension, College of Agricultural & Life Sciences: This is a standard agreement and process that happens each year. The FY2019 budget included \$274,755 for the County Agent and this agreement ratifies that. Upon the motion of Commissioner Rule and second by Commissioner White the Board voted unanimously to sign the County Extension agreement for University of Idaho Extension, College of Agricultural & Life Sciences (see agreement no. 18-138).

Consider signing Mutual Assistance Compact Law Enforcement Agreement: This is an ongoing agreement with other law enforcement agencies within Canyon County. It extends some privileges and opportunities to act in a law enforcement capacity outside the scope of what statutes provide in mutual aid and jurisdictional boundaries; it is limited to be a felony or a serious hazard being created. In the past there have been issues with the smaller agencies thinking that they had from Caldwell city to their home location to be able to do anything they wanted. This establishes the boundaries, limitations and explicit liabilities that may or may not be present and who would be responsible for their actions acting outside of their own jurisdictions under this agreement. Legal has reviewed the agreement and there are no issues. Commissioner White made a motion to sign the Mutual Assistance Compact Law Enforcement agreement. The motion was seconded by Commissioner Rule and carried unanimously (see agreement no. 18-137).

Consider signing a resolution approving the addition of one (1) position to the Public Defender's Department: Mr. Bazzoli said this is for the addition of a new Deputy Public Defender I position to help with caseloads and cover court. Zach Wagoner explained that there was approval for one new full-time position and then there were two Legal Support Specialist positions that were upgraded from Legal Support Specialist I to a Legal Support Specialist II. Upon the motion of Commissioner Rule and second by Commissioner White the

Board voted unanimously to sign the resolution approving the addition of one position in the Public Defender's department (see resolution no. 18-153).

As part of the legal staff update Mr. Laugheed discussed the ICRMP offered terrorism coverage with the Board; they are required by federal law to offer the coverage each year. If the county chooses to decline the coverage it needs to be done formally. In past years, with this discussion, Mr. Laugheed has been authorized to formally decline the coverage on behalf of the Board. The Board has authorized Mr. Laugheed to formally decline the coverage and give notice to ICRMP.

The meeting concluded at 9:24 a.m. An audio recording is on file in the Commissioners' Office.

MEET WITH CLERK AND CONTROLLER TO CONSIDER APPROVING FY2019 SALARIES AND TO CONSIDER APPROVING TAX YEAR 2018 LEVY RATES

The Board met today at 9:31 a.m. with the Clerk and Controller to consider approving FY2019 salaries and tax year 2018 levy rates. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, IT Director Greg Rast, Assistant IT Director Eric Jensen, PIO Joe Decker, Leslie Van Beek, Kathy Alder, Ron Harriman, Larry Stevenson, Paul Raymond, Nicole Foy from the Idaho Press-Tribune, other interested citizens, and Deputy Clerk Monica Reeves. The first topic of discussion was the FY2019 salaries. Zach Wagoner said of our \$95M budget, \$65M is for compensation which is something we take very seriously. We have a tremendous asset base in our employees; they are dedicated and care about the quality of service they provide and put forth their best efforts on a continual basis and it's important that we invest in that asset. A few years ago the County implemented a compensation committee that's in charge of evaluating the job market, the economy, and providing recommendations to the budget officer and the Board regarding compensation. The overriding goal of the committee is equity. We want Canyon County's salaries to be fair and equitable with private sector salaries in our local community. We also want to ensure that our compensation is equitable within our own house, for example, if we have a position in the Clerk's Office and there's a comparable position in the Sheriff's Office we want those positions to be compensated on a similar level so we're not rotating employees back and forth between offices. Earlier this spring the committee met and discussed the idea of a 2% cost of living adjustment (COLA) given inflationary factors and what we were seeing in the local job market. The numbers were worked and presented to the Clerk and then were presented as part of the Clerk's suggested budget. A 2% COLA was included in the tentative budget and it was documented at the budget hearing. The total amount budgeted for 2019 for continued implementation of the compensation plan was \$2.2M. Based on the numbers presented we are looking at an increase of \$1.9M, so we're coming in \$300,000 under what was included in the FY2019 budget. The recommendations for compensation came from the committee and the 2% increase was across the board and included the elected officials' salaries based on what the committee felt like was happening in the job market for us to remain competitive and retain our capable qualified staff. Clerk Yamamoto said the retention program is working, it's not perfect, but it is much better; for

example, he had a court clerk that was on the management ladder and he lost that employee to a receptionist position at an outside company and that's when they started taking a hard look at where we're at. He said they had a good idea of where they were at in comparison to other government agencies but they hadn't taken a good look at the private sector so that's when the committee spent a considerable amount of time looking at not only government but the private sector as well.

Commissioner White said an investment in employees who provide services either mandated by statute or demanded by society in the interest of health and safety and economic progress is good business. The study for the compensation plan was purchased prior to her being elected to office and she thinks that was an incredibly wise decision on the part of past Commissioners. Compensation plans have to be consistent to be economically sound and they have to be transparent to be defensible and they have to be funded adequately in an ongoing manner and maintained regularly for consistency and equity. She did not ask for a raise nor is she interested in a raise. She is very content with her compensation for her job. She wants to make sure she guards the stewardship of the compensation plan which was adopted, funded, delivered to employees and now must be maintained in an ongoing manner. Employees are tremendous assets and it's expensive when they decide to leave; losing a trained and equipped employee is expensive and past Commissioners recognized that and they found a way to mitigate those losses when they purchased the study and consequently implemented a compensation plan. She wants Canyon County to be an employer of choice. This is an across-the-board 2% COLA and it will need to be considered on a yearly basis, it's not guaranteed. Commissioner White acknowledged the individuals who sit on the compensation committee noting that it's a long-term commitment for them and they are very aware that it is the people's money so the distribution of that money must be transparent, defensible and consistent.

Commissioner Rule doesn't agree with many of the results of the compensation plan and he didn't like it to begin with because he felt there was enough leadership in the departments, and the elected officials could have analyzed why they were losing people. He likes merit pay as opposed to giving across-the-board pay increases. He spoke about the benefits packages for employees which are generous compared to what the private sector provides. It's a privilege to work at Canyon County and sometimes the work environment can be difficult depending on who your department head or elected official is but sometimes people leave just because they want out. He does not support the 2% COLA for the Commissioners and he cannot support all the salaries because there are people who are overpaid.

Commissioner Dale said when the compensation plan was adopted it was with the realization that there would be a need for ongoing evaluation and ongoing analysis in order to keep salaries current with the market so that we would not find ourselves in the situation we were in before where large adjustments would be required to play catch-up. When you lose an employee and you rehire for that position there's a lot of training that goes along with that. The training budget for a new deputy is between \$60,000 and \$80,000 and his position on the compensation plan is that it's always cheaper to retain than it is to retrain. One of the goals of the compensation study and the adopted compensation plan was that we would see better retention rates and we have seen that across the board which is good for the taxpayers. He believes the salaries are where they need to be and we want to make sure that the service that is provided is on time, accurate and is cost effective and in most cases we are providing service that very adequately meets the needs and the responsibilities that have

been given to those departments. The discussion on the Commissioners' compensation was put in the hands of the compensation committee along with every other employee, it was not separated out, it was not designated and he made no request for any kind of salary adjustment. The recommendation for a 2% COLA came out of the study which was a nonpolitical analysis. He appreciated the article in the Idaho Press and agreed with their conclusion that it is good policy to keep salaries current with the market conditions and make small incremental adjustments rather than have large adjustments all at once after a period of neglect. That being said, it is also difficult to keep the issue of elected official salaries, particularly Commissioners' salaries since we are the ones who vote on them, from being politicized. This 2% increase has become a topic of conversation around the County and it has been an issue of contention for some. Canyon County has some really big challenges that need to be solved, the largest of which is the jail and the biggest issue is finding a way to pay for it. He does not want this to get in the way of the important discussions that we will be having and engaging in with the community over the coming months. He does not want this 2% cost of living for Commissioners to become an item of contention or a stumbling block for some, therefore, he agrees with the salary study that has been proposed but suggested the Commissioners forego their 2% increase. Commissioner Dale then made a motion to adopt the salaries as presented with the change that the 2% increase for Commissioners be foregone. The motion was seconded by Commissioner White. Commissioner Rule asked if the Commissioners would consider rolling back last year's salary increase as well. Commissioners Dale and White said they stand by the motion and the second. A roll call vote was taken on the motion with Commissioners Dale, White and Rule voting in favor of the salaries, recognizing that the Commissioners will forego their 2% suggested increase (See Resolution No. 18-154). The motion carried unanimously.

Levy rates discussion

Controller Wagoner said Canyon County has 60 different taxing districts which include the cities, school districts, highway districts, fire districts, cemetery districts, etc. All those entities submit what is known as an L-2 form, their formal request for property tax dollars, to the County Clerk and then he and the Clerk review the forms and compare what's on the forms to what they published in the newspaper for their budget, and then they take their property tax request divided by the taxable value and that generates a levy rate. The document before the Board today includes the levy rates for all 60 Canyon County taxing districts for tax year 2018, fiscal year 2019. There has been a thorough review and they have verified the requests are legitimate and within allowable amounts and they have verified that the values are correct. Controller Wagoner said Commissioner Dale had earlier asked what percentage of school district levies are for bond payments and the answer to that question is: roughly 60% of what school districts levy are for bond payments or for debt service. Additionally if you look at school districts 96% of what they levy is based on voter-approved initiatives which include bonds, supplementals, and plant facilities. Basically everything school districts levy is tied to a voter-approved measure. Commissioner Dale said the reason he asked for that is because of the last several months he has been in discussions with legislators on the topic of impact fees for school districts. Impact fees are a tool that cities and counties can use for certain things to have growth and development pay its own way. For some reason when the legislative process approved impact fees they excluded school districts from being able to charge impact fees and it's his belief that there's no greater

direct connection between growth and the need for new school buildings then the number of houses being built and if we could get the legislature to allow school districts to study and adopt impact fees we would see a greatly diminished demand for voter-approved bonds for new schools that we're all paying for. He said growth should pay its own way as it does in a lot of areas; impact fees could have a tremendous impact on levy rates. Commissioner Rule made a motion to approve the levy rates. The motion was seconded by Commissioner White. Commissioner Rule said the budget "fight" for him was over the end of August; he doesn't like the budget and he'd prefer it be in the "mid-80's" and the County would get all its services done. There wouldn't be the extra privileges that the extra money brings, but, to fight the levy rate being set is a benign action so he believes we need to set the levy rate and move on. The motion carried unanimously (See Resolution No. 18-155). The meeting concluded at 10:05 a.m. An audio recording is on file in the Commissioners' Office.

SEPTEMBER 2018 TERM
CALDWELL, IDAHO SEPTEMBER 24, 2018

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

No meetings were conducted.

SEPTEMBER 2018 TERM
CALDWELL, IDAHO SEPTEMBER 25, 2018

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

No meetings were conducted.

SEPTEMBER 2018 TERM
CALDWELL, IDAHO SEPTEMBER 26, 2018

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

No meetings were conducted.

SEPTEMBER 2018 TERM
CALDWELL, IDAHO SEPTEMBER 27, 2018

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

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Henriksen Butler in the amount of \$4312.50 for the Development Services department
- Plumb Master in the amount of \$2576.24 for the Facilities department
- Corwin Ford in the amount of \$38,513.00 for the Fleet department
- Corwin Ford in the amount of \$38,513.00 for the Fleet department

APPROVED SALARY RATE REQUEST AND/OR KEY & SECURITY ACCESS REQUEST FORM

The Board approved a salary rate request and/or key & security access request form for Mark Navarrete.

APPROVED CLAIMS ORDER NO. 1826

The Board of Commissioners approved payment of County claims in the amount of \$1,668,217.82 for a County payroll.

MEETING WITH DAVE MENDIOLA WITH THE STATE OF NEVADA/HUMBOLDT COUNTY REGARDING TREASURE VALLEY'S HIGHWAY 95

The Board met today at 9:00 a.m. with Dave Mendiola from the State of Nevada/Humboldt County regarding the Treasure Valley's Highway 95. Present were: Commissioners Pam White and Steve Rule, Dave Mendiola with Humboldt County, Jim French with Humboldt County, Ken Tipton with Humboldt County, Jim Barbee with Churchill County, Bus Sharmann with Churchill County, Pete Olsen with Churchill County, Steve Fultz, Lee Belt, Nick Lehman, Beth Ineck, Lynn Troxell, Dave Jones, John McEvoy, Jay Gibbons, Rick Youngblood, Gordon Bates, Tina Wilson via teleconference and Deputy Clerk Jenen Ross. Mr. Mendiola explained the reason they're here today is to discuss the Interstate 11 corridor through Nevada and running north toward Idaho and Oregon. Interstate 11 was created as the CANAMEX Trade Corridor connecting Mexico and Canada through Arizona, one of the major goals was to

connect large markets so it starts in Nogales and comes up through Tucson, Phoenix and Las Vegas; Nevada's goal was to connect the two largest economic markets being Las Vegas and Reno. The next piece and reason they're here today is to make everyone aware of this and to start talking and get engaged as to where it runs and where the off-ramps will be. The idea is to connect major markets - the Treasure Valley to the Reno/Tahoe/Bay Area and Las Vegas/Phoenix areas in the western U.S. and the way to do that is to take Route 95 north to I-80. This is the route they would like to get the NDOT Board to start considering. At this time nothing is being suggested in Idaho they are just looking for support in the form of a resolution or letter of support from the stakeholders in Southern Idaho, specifically the Nampa/Caldwell/Fruitland area that would be affected by this corridor coming out of Nevada into the Treasure Valley. The representatives for Humboldt and Churchill Counties believe that connecting Southern Idaho to Reno, Tahoe, Las Vegas and Phoenix markets is critical for ag and high-tech products. They would like to get the message to NDOT that they have allies in Idaho and Oregon that also believe this is a good corridor and beneficial to their communities and public safety. A template for a resolution and support letter will be provided and they are requesting that letters be sent to ODOT, NDOT and ITD to get them engaged. A copy of the Power Point presentation is on file with this day's minutes. The meeting concluded at 10:00 a.m. An audio recording is on file in the Commissioners' Office.

SEPTEMBER 2018 TERM
CALDWELL, IDAHO SEPTEMBER 28, 2018

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

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Idaho Tower Construction Co. in the amount of \$29,450.13 for the Information Technology department
- HP, Inc. in the amount of \$4866.00 for the Information Technology department
- HP, Inc. in the amount of \$3057.00 for the Information Technology department

APPROVED SALARY RATE REQUEST AND/OR KEY & SECURITY ACCESS REQUEST FORM

The Board approved a salary rate request and/or key & security access request form for Chelsea Schwickert, Kelissa Peterson, Leah Kalk and Andrew Figueroa.

APPROVED CLAIMS ORDER NO. 9/29/18

The Board of Commissioners approved payment of County claims in the amount of \$34,151.97, \$189,824.72 and \$30,520.40 for accounts payable.

APPROVED JULY 2018 TERM COMMISSIONER PROCEEDINGS AND SYNOPSIS

The Minutes of the Fiscal Term of July 2018 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.

EXECUTIVE SESSION PURSUANT TO IC 74-206(1)(B) AND (D) TO DISCUSS PERSONNEL ISSUES RELATED TO SPECIFIC EMPLOYEES AND RELATED DOCUMENTS

A request was made to go into Executive Session to discuss personnel issues related to specific employees and related documents. The Executive Session was held as follows:

Commissioner White made a motion to go into Executive Session at 8:34 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, Facilities Director Paul Navarro, HR Director Sue Baumgart, Deputy P.A. Mike Porter and Deputy Clerk Jenen Ross. The Executive Session concluded at 8:55 a.m. with no decision being called for in open session. The meeting concluded at 8:57 a.m. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

MEETING WITH COUNTY ATTORNEYS FOR A LEGAL STAFF UPDATE AND TO CONSIDER ACTION ITEMS

The Board met today at 9:00 a.m. with county attorneys for a legal staff update and to consider action items. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Dan Blocksom left at 9:24 a.m., Deputy P.A. Zach Wesley left at 9:24 a.m., Deputy P.A. Brad Goodsell, Deputy P.A. Mike Porter left at 9:50 a.m., Chief Deputy Sheriff Marv Dashiell left at 9:15 a.m., Jail Captain Daren Ward left at 9:06 a.m., Director of Indigent Services Yvonne Baker left at 9:24 a.m., PIO Joe Decker left at 9:06 a.m., Controller Zach Wagoner left at 9:50 a.m., Landfill Director David Loper left at 9:46 a.m., Victim Witness Coordinator Alesha Boles left at 9:06 a.m., Sergeant Chuck Gentry left at 9:06 a.m., Elections Specialist Haley Hicks left at 9:50 a.m. and Deputy Clerk Jenen Ross. The action items were considered as follows:

Consider signing notification of intent to award professional services agreement for inmate legal services in Dale Haile Detention Center: Mike Porter explained that the attorney who had been providing services to inmates at the jail took another position leaving this position vacant. We posted for a contract to fill this position to which there was only one submission but the applicant misunderstood the criteria and far outbid the contract price. At this time we are going to stop this process and do a targeted solicitation. In the meantime prepared packets will be provided to inmates to fulfill the requirements.

Consider signing Domestic Violence Awareness Month proclamation: October is recognized as Domestic Violence Awareness Month and there will be a press conference on Monday where Commissioner White will read the proclamation. Commissioner Rule made a motion to sign the Domestic Violence Awareness Month Proclamation. The motion was seconded by Commissioner White and carried unanimously.

Consider signing psychiatric service agreements with Kafia Abbasi, Roberto Negron, Michelle Cullinan, David Kent, Tamara Helfer, Charles Novak, Marc Bostick, Hamilton Warren Sutton, Eric Gilbreath, and James Piktel: Zach Wesley said these are renewals of the form psychiatric service agreements to provide services at St. Al's Regional Medical Center. Upon the motion of Commissioner White and second by Commissioner Rule the Board voted unanimously to sign the psychiatric service agreements with Kafia Abbasi (see agreement no. 18-149), Roberto Negron (see agreement no. 18-148), Michelle Cullinan (see agreement no. 18-147), David Kent (see agreement no. 18-146), Tamara Helfer (see agreement no. 18-145), Charles Novak (see agreement no. 18-144), Marc Bostick (see agreement no. 18-143), Hamilton Warren Sutton (see agreement no. 18-142), Eric Gilbreath (see agreement no. 18-141) and James Piktel (see agreement no. 18-140).

Law enforcement application and service agreement with LP Police: LP Police is a public information clearing house. Currently investigators in the Prosecutor's Office are using another service but have identified this service to use instead at a fraction of cost. This agreement would go into effect on October 1st and will be used for routine law enforcement items and for some human resource investigations. Commissioner Rule made a motion to sign the law enforcement application and service agreement with LP Police. The motion was seconded by Commissioner White and carried unanimously (see agreement no. 18-151).

Consider signing Nicholas Massoth DMD and Canyon County oral surgery agreement: Chief Dashiell said this is basically an annual renewal contract for off-site dental services for inmates. Upon the motion of Commissioner White and second by Commissioner Rule the Board voted unanimously to sign the agreement with Nicholas Massoth DMD for oral surgery (see agreement no. 18-150).

Consider signing resolution establishing income and expenses to be considered in determining medical indigency: Brad Goodsell said this is the schedule of income expenses that is updated annually. A few of the changes this year are in regards to expenses for rent and utilities. Some changes, when attributed income is being used, include the hourly wage being increased to \$8.74 per hour, gas utility increasing to \$38.59, and electricity utility decreasing to \$85.27. HUD Fair Market Values will be used in lieu of the NARPM Vacancy

report values from Canyon County. Currently \$671.17 is the attributed amount for a one bedroom but will increase to \$676; for a two bedroom \$824 is being used but will increase to \$866. Commissioner Rule made a motion to sign the resolution establishing income and expenses to be considered in determining medical indigency. The motion was seconded by Commissioner White and carried unanimously (see resolution no. 18-158).

Consider signing notice of sole source procurement - Caterpillar Model 966M Wheel Loader: Brad Goodsell said they believe sole source procurement is appropriate for this purchase and the reasons are listed in the notice. Director Loper said in FY2019 a loader replacement is proposed as this is a piece of equipment that is used daily at the landfill. Due diligence has been done in looking at other options with Caterpillar being the best choice. This piece of equipment comes with a bumper-to-bumper warranty for 5 years or 10,000 hours. Upon the motion of Commissioner Rule and second by Commissioner White the Board voted unanimously to sign the notice of sole source procurement – Caterpillar Model 966M Wheel Loader.

Consider signing legal notice of public hearing regarding a proposed increase in fees charged by Pickles Butte Landfill for certain materials and setting special handling fees for certain services: This is the notice to let the public know that the County intends to increase certain fees and establish new fees. The public hearing will take place on October 19th for anyone who would like to offer comment. Upon the motion of Commissioner White and second by Commissioner Rule the Board voted unanimously to sign the legal notice of public hearing regarding a proposed increase in fees charged by Pickles Butte Landfill for certain materials and setting special handling fees for certain services.

Consider signing resolution authorizing acceptance of materials by the Pickles Butte Sanitary Landfill from county owned property and waiving related fees: Brad Goodsell said this resolution is in regards to the clean-up efforts at Anderson Corner and would allow for soil to be accepted at the landfill and have the tipping fees waived. Commissioner Rule made a motion to sign the resolution. The motion was seconded by Commissioner White and carried unanimously (see resolution no. 18-157).

Consider signing a resolution designating polling locations for the November 6, 2018 Election: Haley Hicks said no changes have been made, these are the same polling locations as the May election. Mike Porter said this resolution has been reviewed by legal and it is appropriate as it's reviewed semi-annually. Upon the motion of Commissioner White and second by Commissioner Rule the Board voted unanimously to sign the resolution (see resolution no. 18-156).

EXECUTIVE SESSION – ACQUISITION OF AN INTEREST IN REAL PROPERTY, RECORDS THAT ARE EXEMPT FROM PUBLIC DISCLOSURE AND COMMUNICATE WITH LEGAL COUNSEL REGARDING PENDING/IMMINENTLY LIKELY LITIGATION

A request was made to go into Executive Session to discuss acquisition of an interest in real property, records that are exempt from public disclosure and communicate with legal counsel regarding pending/imminently likely litigation. The Executive Session was held as follows:

Commissioner Rule made a motion to go into Executive Session at 9:48 a.m. pursuant to Idaho Code, Section 74-206(1) (c), (d) and (f). The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Brad Goodsell. The Executive Session concluded at 9:58 a.m. with no decision being called for in open session.

PUBLIC HEARING: CONSIDER A REQUEST BY TYLER HESS/HESS PROPERTIES, LLC FOR APPROVAL OF A PRELIMINARY PLAT, FINAL PLAT, IRRIGATION AND DRAINAGE PLAN FOR PURPLE SAGE ESTATES #2, CASE NO. PH2017-75

The Board met today at 10:00 a.m. to conduct a public hearing in the matter of a request by Tyler Hess/Hess Properties, LLC, for approval of a preliminary plat, final plat, and an irrigation and drainage plan which includes a re-plat of Lots 1 & 2, Block 1 of Purple Sage Estates #1, Case No. PH2017-75. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Planner Kyle McCormick, Tyler Hess, and Deputy Clerk Monica Reeves. Kyle McCormick gave the oral staff report. The proposed development consists of 14 lots, 11 residential lots, 2 common lots and one commercial lot. It's an original parcel. The commercially zoned portion of the property has been zoned that way since the first official zoning maps of 1979. The other portion was recently rezoned from rural residential to R-1 and approved by the Board under Case No. PH2017-74. The property is within the Middleton impact area and is designated as residential on the Canyon County Future Land Use Plan as well as the Middleton Future Land Use Map. The P&Z Commission recommended approval of the request with five conditions in which case the applicant has decided to complete the improvement. There is an engineer's certificate that the road and irrigation and drainage improvements have been completed according to the construction drawings. There will be individual domestic wells, septic systems, pressurized irrigation, and all storm water facilities are built to Canyon Highway District standards. The internal roads are public and the highway district has accepted them for maintenance. The applicant has completed a nutrient pathogen study and subdivision engineering report. Southwest District Health and DEQ have concluded there will be no impact to groundwater quality down gradient of the subdivision. Keller and Associates have reviewed the construction drawings as well as the subdivision CCR's and have stated that all conditions have been met. Staff is recommending approval of the application. Tyler Hess testified in support of this application noting that he has completed all necessary items and the proper signatures are in place. This is the second phase of the project and there will be a third phase as well and there is a possibility for a Phase 4 and 5. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to close the public hearing. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to approve the preliminary plat, irrigation and drainage plan, and to authorize the chairman to sign the final plat for Purple Sage Estates No. 2, Case No. SDPH2017-75 and adopt the

Findings of Fact, Conclusions of Law and Order. The hearing concluded at 10:09 a.m. An audio recording is on file in the Commissioner's Office.

MEETING WITH III DISTRICT GUARDIAN AD LITEM PROGRAM TO DISCUSS PROPOSAL FOR CANYON COUNTY OFFICE ON AGING (CCOA) BUILDING

The Board met today at 10:12 a.m. with representatives from the Third District Guardian Ad Litem Program (also known as the CASA program) to discuss their request to lease the Metro Community Services/Canyon County Office on Aging (CCOA) building which is located at 304 N. Kimball Avenue in Caldwell. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Brad Goodsell, Facilities Director Paul Navarro, Christina Walker and Maren Packer from the Third District Guardian Ad Litem Program, and Deputy Clerk Monica Reeves. Brad Goodsell said CCOA has been leasing this county-owned building for several years for \$1 a month and their plan is to move out by mid-October so the question is what does the Board want to do with the building? A year ago the Assessor provided a valuation of the building and at that time it was worth about \$236,000 and some members of the Board indicated we should sell it when CCOA left. Mr. Goodsell made some inquiries with the Caldwell Housing Authority who said they do not have the money to buy it, but in the meantime Ms. Walker learned it was being vacated and she would like to lease it. Christina Walker said the guardian ad litem program is currently housed in the old Idaho Legal Aid building at 1104 Blaine in Caldwell and the landlord has decided to sell it so they are looking for a new space. They currently pay \$500 per month but they are hoping the County will allow them to have the same \$1 lease arrangement as CCOA had. They are court appointed special advocates who advocate for the child by investigating what brought them into care, what their home life has been and what's currently going on with them. They also advocate for them with the schools, medical professionals, the Department of Health & Welfare, their parents, and with any foster parents. They monitor the case and make recommendations to the judge. They are parties to the case on the child's behalf – the Department of Health and Welfare is not a party to the case and not even the children are a party to their own case. All of that is done through volunteers. When she started there were 23 volunteers and now there are 63 but she needs a total of 130 to cover every case in the 3rd judicial district. In Idaho there are 7 judicial districts and each one is served by an independent 501(c)(3) organization CASA/guardian ad litem program and in the 3rd judicial district they are the only program that provides these services to children. Commissioner Rule asked if the program offers foster care or counselling services. Ms. Walker said they are not foster parents or counsellors for the children, instead, they advocate for them. The Idaho Child Protective Act states that all children have to be assigned a representative. A guardian makes sure their voice is heard in court and that they get the services they need and that they are kept safe. The Department of Health and Welfare's goal is to unify children with their parents, CASA's goal is the best interest of the child which is sometimes to reunify them with their parents and sometimes it is not. They speak to the judge about their recommendations which they make based on an independent investigation. In 2017 there were 664 children who were the subject of child protective cases in the 3rd judicial district. They are serving 461 children as a program, 364 of those children are in Canyon County. The benefit is profound but there are not enough volunteers to serve every child, but they do make sure

the judge knows what's in the best interest of every kid and the judges have seen the effect the program brings. The effectiveness of the program is shown nationwide and is considered one of the most effective nonprofit programs to start in the United States. Their volunteers consist of city council members, principals, teachers, professors, law enforcement officers, stay-at-home moms, psychologists, and students. Funding is through the Idaho Legislature and is allocated through the Idaho Supreme Court. The state legislature set aside \$1.4M for the seven districts and it's allocated by the number of volunteers serving on a case. The 3rd judicial district receives \$188,000 a year but they are trying to obtain community funding as well. Ms. Walker said if the program did not exist the public defender's office would have to take the child protection cases, which if you multiply the number of volunteer hours (330) by the attorneys' hourly rate (\$70) it would add up to \$23,000 a month in service fees. She said the program does not have the budget to compete in a commercial real estate market and with their building up for sale and the possibility that they will be homeless they are asking for the County's help. Director Navarro said there isn't much to maintain on the building, but they did replace the oil furnace with an efficient electric furnace and they replaced the cooling unit as well. The roof is older and may have to be replaced in a few years and the carpet could be cleaned and it could use some new paint. He estimates maintenance costs at less than \$2,000 a year. Commissioner Rule questioned why the County should bear the expense of a state mandate. Commissioner Dale suggested the program increase its community fundraising efforts. Commissioner White said the County was charging CCOA/Metro Community Services only \$1 per month because they served our seniors, a vulnerable population and yet this organization is also serving a vulnerable population which is our children so she supports the request to lease the building for \$1 per month. She suggested the volunteers and staff ask chambers of commerce and other community members for help with paying the utility costs. Ms. Walker said they are a new program and to date they have raised \$4,000; they have increased the number of volunteers, donations, and the scope of the program. Commissioner Rule prefers to sell the building and so he wants some time to do some investigation. Commissioner Dale is leaning toward making this work for Ms. Walker, but more information is required. Director Navarro said he will obtain utility cost estimates from the CCOA Director. No decision was reached on this matter. The meeting concluded at 10:58 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING A RESOLUTION TO APPROVE THE ADDITION OF ONE POSITION FOR A MENTAL HEALTH CLINICIAN TO THE JUVENILE DETENTION DEPARTMENT

The Board met today at 11:02 a.m. to consider a resolution to approve the addition of one position for a mental health clinician to the juvenile detention department. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Juvenile Center Deputy Administrator Sean Brown, HR Specialist Cindy Lorta, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. Sean Brown said this is for the detention clinician. They have used CenterPointe for years but they haven't been able to keep anyone long-term so this year they decided to make it a long-term situation by adding a clinician position. They have a grant where they get reimbursed up to \$100,000 a year for the clinician so it won't cost anything. The person will be a County employee and the department will send quarterly paperwork into the state for

the reimbursement and they will pay us back. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to sign the resolution to approve the addition of one position for a mental health clinician to the juvenile detention department. (See Resolution No. 18-160).

The meeting concluded at 11:06 a.m. An audio recording is on file in the Commissioners' Office.

HEARING TO CONSIDER BUDGETING OF UNSCHEDULED REVENUE FOR FY2018

The Board met today at 11:07 a.m. for an unscheduled revenue hearing for Fiscal Year 2018. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. Controller Wagoner said we are rapidly approaching the end of FY2018 and we need to make an adjustment to the FY2018 budget. There is the revenue side and the expenditure side and those sides must be in balance so what we're considering today is to receipt additional revenues and increase the expenditures side so the budget will remain in balance. There's no change in the property taxes for FY2018; this is merely a reflection of fund balance and other additional revenues that have come in during FY2018. Those budget adjustments are as follows:

- Facilities Department - \$2.25 million for the initial payment for the jail trailer lease
- Public Defender Department - \$200,000 for conflict counsel and other operating costs
- Southwest District Health Fund - \$28,375 for our annual contribution
- Pest Control Fund - \$20,000 for personnel costs
- Problem Solving Courts Fund - \$20,000 for personnel costs
- Total budget adjustments: \$2,518,375**

Due to unanticipated events that have transpired during FY2018 this is an accounting exercise to receipt in the additional revenues and adjust the FY2018 budget as outlined. No one else was present to offer comments on this matter. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to close the public hearing. Commissioner White made a motion to approve the adjustment of the unscheduled revenue for FY2018. The motion was seconded by Commissioner Rule and carried unanimously. (See Resolution No. 18-159.) The hearing concluded at 11:11 a.m. An audio recording is on file in the Commissioners' Office.

THE MINUTES OF THE FISCAL TERM OF SEPTEMBER 2018 WERE READ AND APPROVED AND FOUND TO BE A PROPER RECORD OF THE PROCEEDINGS OF THE BOARD OF CANYON COUNTY COMMISSIONERS, CANYON COUNTY IDAHO. SIGNED BY THE CANYON COUNTY BOARD OF COMMISSIONERS STEVEN J. RULE, TOM DALE AND PAM WHITE ON THIS 5TH DAY OF DECEMBER 2018. ATTEST: CHRIS YAMAMOTO, CLERK BY J. ROSS, DEPUTY CLERK