

NOVEMBER 2018 TERM
CALDWELL, IDAHO NOVEMBER 1, 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):

- Western States in the amount of \$470,500 for the Landfill
- Able Zebra Communications in the amount of \$3802.35 for the Sheriff's Office
- Morse Watchmans, Inc. in the amount of \$7952.00 for the Sheriff's Office

APPROVED TRANSFER OF SICK LEAVE TIME TO VACATION TIME

The Board approved the transfer of sick leave time to vacation time for Gisela Moreno.

CONSIDER INDIGENT DECISIONS

The Board met today at 8:49 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Customer Service Specialist Robin Sneegas and Deputy Clerk Jenen Ross. The following cases do not meet the eligibility criteria for county assistance: 2019-0081, 2018-1425, 2019-0042, 2018-1524, 2018-1522, 2018-1493, 2018-1548, 2018-1550 and 2019-0097. Upon the motion of Commissioner White and second by Commissioner Rule the Board voted unanimously to issue denials on the cases as read into the record. The meeting concluded at 8:51 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER INDIGENT MATTERS

The Board met today at 8:58 a.m. to consider indigent matters. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Hearing Manager Kellie George, Director of Indigent Services Yvonne Baker, Deputy P.A. Jim Cornwell, Deputy P.A. Dan Blocksom and Deputy Clerk Jenen Ross. Commissioner Rule made a motion to continue case no. 2018-1111 to November 29, 2018. The motion was seconded by Commissioner White and carried unanimously. Case nos. 2018-1239, 2018-1208 and 2018-1045 meet the eligibility criteria for county assistance. Upon the motion of Commissioner White and second by Commissioner Rule the Board voted unanimously to issue final approvals with written decisions within 30 days. Commissioner Rule made a motion to issue a final approval on case no. 2016-741. The

motion was seconded by Commissioner White and carried unanimously. The meeting concluded at 9:01 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2018-958

The Board met today at 9:05 a.m. to conduct a medical indigency hearing for case no. 2018-958. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Hearing Manager Kellie George, Director of Indigent Services Yvonne Baker, Deputy P.A. Jim Cornwell, Deputy P.A. Dan Blocksom, Attorney Mark Peterson for St. Luke's, Cortney Kriss 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. The hearing concluded at 9:10 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER INDIGENT MATTERS

The Board met today at 9:14 a.m. to consider indigent matters. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Director of Indigent Services Yvonne Baker, Hearing Manager Kellie George and Deputy Clerk Jenen Ross. Neither the hospital nor the applicant appeared on the following cases: 2018-1114, 2018-1115, 2018-1181, 2018-1144, 2018-1062, 2018-1160, 2018-1235, 2018-1134 and 2018-1234. Commissioner Rule made a motion to issue final denials with written decisions to be issued within 30 days. The motion was seconded by Commissioner White and carried unanimously. The meeting concluded at 9:16 a.m. An audio recording is on file in the Commissioners' Office.

MEETING TO DISCUSS NEW JAIL PROJECT CONSTRUCTION DELIVERY OPTIONS/BOND ELECTION ISSUES

The Board met today at 2:01 p.m. to discuss the new jail project construction delivery options/bond election issues. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Prosecutor Bryan Taylor, Chief Civil Deputy P.A. Sam Laugheed, Sheriff Kieran Donahue, Chief Deputy Sheriff Marv Dashiell, Controller Zach Wagoner, Facilities Director Paul Navarro, PIO Joe Decker, Leslie Van Beek, Randy Haverfield, and Deputy Clerk Monica Reeves. Clerk Chris Yamamoto arrived at 2:05 p.m. Commissioner Dale said the purpose of today's meeting is to have a good discussion on the delivery methodologies and to try to give some direction to Sam Laugheed as far as which direction to go for an RFP or an RFQ. Mr. Laugheed said that would depend on which delivery option the Board is interested in. The Board executed a contract with Zions for municipal advisory services and that complements an existing contract we have with Nick Miller for bond counsel services. One of the questions raised was sort of a policy issue about the certainty the Board would require to move forward with a May 2019 bond election in terms of the sum we would bond for and how that sum would be arrived at so that leads into a discussion about construction delivery options

and timeframes. There are two generally applicable types of construction delivery options for a project of this size. The standard would be a design-bid build where the County would work with an architect and A&E teams to come up with design development all the way through construction documents in a traditional design-build. Paul Navarro agreed and said you are looking at 8% of the project value and with a project of this size it would be 18-24 months to draw those. Mr. Laugheed said if the Board is interested in going down that road we do have a contract with DLR for design purposes. We made sure we could have that not just for concept but for design and so we could have another contract with DLR without going through additional procurement of qualification of design teams because we already did that. We could also decide to go out to an RFQ for a new design firm and that would be a qualification-based process that would take a month to get it going and a 2-3 month window to complete that process. When we have those construction documents in a couple of years we would bid out the project or we would get those documents and use that sum to run a bond or secure financing some other way and then hire the contractor, which is the way we've done a number of smaller projects over the years. The other way that's only been available to counties for a couple years in Idaho is called a Construction Manager/General Contractor (CM/GC), it essentially is what you might know already as a construction manager at risk where we would hire a construction manager through an RFQ process as well as an A&E team and together these two contractors would have the County as a client and they would work together to get through design development to a certain point where the contractor would be comfortable accepting the risk of establishing a guaranteed maximum price and so theoretically a CM/GC could establish a guaranteed maximum price at 30% or 40% design development. They would build more into that guaranteed maximum price based on only having 30% or 40% of it done so the County would end up paying one way or the other but that would be quicker than a couple of years timeframe. Then after they establish the guaranteed maximum price they would have the responsibility for bidding out the various components of the construction in accordance with Idaho law, which was the recommendation from DLR. Mr. Laugheed said he and Director Navarro met with a former County contractor to talk about a CM/GC because we've never done it before but it seems to be the way to go on a big construction project where there are a lot of details and arguably it would provide the greatest opportunity for cost savings when we get to that point. Director Navarro said with the construction managers who have the option to bid on the general contractor side you have the knowledge of a contractor working with the architect saying this looks great but I could do this differently using this methodology. Your builders are involved in the design and that could save us tens of thousands if not hundreds of thousands of dollars where builders have different methodologies and ways that may look different than they do on paper with an architect. This could be a great advantage to save time, money and to deliver it quickly and to get an idea of what that moving target number is – how much do we need to bond for. It is going to cost some money. Mr. Laugheed said he looks at those options in terms of if the County were to run a May 2019 election and how they relate back to that would be whether DLR's most recent estimate of \$187M and the methodology behind it is sufficient. The second way is the CM/GC method where we'd go through an RFQ process for either the CM and an A&E team or just the CM and stick with DLR and then work them through design development to 30%-40% so we get an idea for a bond number. The third way would be the design bid-build where we would go through an RFQ and completely design the project before a bond. All those relate to the timeframe and the certainty that the

Board is comfortable with and they all have pros and cons. Commissioner Dale asked if we go with the Option 2 would the construction manager find a general contractor, or would we hire a general contractor along with the construction manager. Director Navarro said we would hire a general contractor who's comfortable doing construction management; that person will end up working as a construction manager in the beginning of the project before we break ground. Commissioner White asked if we go with the CM/GC option would we have time to do that before a May bond election. Mr. Laugheed said probably not, but he thinks we'd have time to get a CM/GC under contract by then but we've never done one of those so he wants to make sure we have all the i's dotted and t's crossed on the RFQ and then that process would take a couple months notwithstanding any sort of objections. We may be able to be in contract with the CM/GC in 3-4 months under the normal timeframe of work and then if we were to stay with DLR as the architect they would start working immediately, but he doesn't know how far they could get into a design-build. Director Navarro doesn't think we could get 30%-40% developed before May 2019. Prosecutor Taylor said of the three options the only one with a May bond with a certain number is the one with DLR's updated number of \$187M, and Option 2 would be more of a November bond. Option 3 would be in November of 2020 for the design bid-build. Mr. Laugheed said they all have pros and cons, whether we spend money upfront, in the middle, or the end. What level of certainty do we need to move a project forward? Commissioner Dale has a strong desire to get something in May 2019 and he firmly believes the CM/GC model is the best in this case and is the most logical construction delivery methodology that offers the potential of savings. If we go with that option we could do the May bond but we would base it on DLR's most recent "fat finger" estimate of \$187M. Director Navarro said if you take that \$187M and we start down the CM/GC road we'll have some numbers to look at by the end of the summer or early fall and he thinks \$187M would be very high. He thinks \$5M to \$10M will fall off as we get closer toward the 30%-50% design development. Commissioner White said Lori Coppenrath from DLR alluded to some of that and she thought the design fee contingency and the change order allowance were high. Controller Wagoner asked what type of costs are anticipated with the CM/GC model. Director Navarro said we'll have A&E fees and we'll have to start paying for the construction manager fee, over the course of 2019 we'd be probably somewhere in the neighborhood of \$2M-\$3M or as high as \$5M-\$6M. The reason it's high is because there will be engineering teams, civil, electrical, fire suppression, alarming, and security that will be working off of blueprints to get them down to that point and that's just the A&E fees which we know are between 7% and 8% of the value, that's \$12M over time and then we still have the CM/GC which he thinks will be a couple million dollars. Mr. Laugheed said it would be tough to put a certain number on it. With the RFQ we'd have to evaluate the qualifications and pick who we wanted and only then could we get into a discussion about their fees. It would take a month to prepare an RFQ, a couple of months to go through the process, have stakeholders review the qualifications and conduct interviews. It's anticipated that we'll have interest from contractors from all over the country and so it will take a minimum of 2-3 months. Commissioner Dale said we're going to have a process to arrive at a proposal that goes to the public and we have to try to refine what we're doing. We have a good concept from DLR that's been worked out so this is the next step to move forward from that - to choose a methodology and from that choice you would develop an RFQ. Mr. Laugheed said a contextual question is whether paying the \$5M for a CM/GC to get design development to 30% or 40% would knock off \$5M or \$10M. Is that a wash and what value did the County

get from DLR? We went through a lengthy process to select DLR and they put in a couple hundred thousand dollars' worth of work and one of the important parts they had to deal with was the odd parcel shape, there's only so many ways to fit the number of beds on that shape and size of parcel. Would additional design development be able to come up with a unique formation beyond that concept? Director Navarro said the design DLR came up with has two more growth potentials to it and we spent money well there and Mr. Laugheed is right, the size of the property will dictate how this works out. He doesn't see it changing. Mr. Laugheed said the Board could rely on the cost estimate that DLR gave or it could use discretion based on the professional expertise that we have here to say this is the not-to-exceed number that we would be willing to bond on and to not contract with the CM/GC in advance and spend that money to lock down a price. Commissioner Dale asked if a cost estimate number will be put in the RFQ. Director Navarro said the RFQ is based on qualifications, so we don't want to talk about money at that point. Mr. Laugheed said we don't want to know what their fees are. When we did a design build for the administration building we did a fixed price and he thinks there would be ways to say the Board is not going to approve bonding for an amount greater than this and so that's the cap, as much as we can get for that and we'll be working to drop it as much as possible. We could articulate that in the document that we wouldn't be talking about their fees but it would be informational for them to know what the scope would be. Sheriff Donahue said based on what Director Navarro said those added costs would be under the CM/GC and with Mr. Laugheed's explanation he believes it's going to be a wash and he questioned how long the Board is going to put this off. He said the Board needs to make a decision. We spent \$250,000 on DLR and we have real numbers; we need a bond and we need a jail. He doesn't know why we're still talking about it without moving forward with a bond. He wants the issue put on the ballot in May. Commissioner White said the only way we can do it in May is to take the \$187M estimate from DLR because that's the expertise we paid for, that's the black and white number we have and it's the good fortune we will realize later. So based on the \$227,000 study we have a number and they have referenced different savings. If we select DLR's \$187M amount that allows us to start the education and public outreach. She said she would not serve on an advisory committee when we're still trying to guess at the number. Commissioner Dale said he wanted to have an election this last November but we didn't do it. He asked if there's any reason why we couldn't do both of these things. He thinks the CM/GC is the best delivery methodology and we could start that process and at the same time go forward with the educational process of the bond for a May election by choosing to go with DLR's number. DLR's study did not provide a CM/GC model or any model for construction; it was a needs analysis strategic look at what we need for the next 20-30 years. Director Navarro said we didn't set aside any money to pay for the CM/GC services. Commissioner Dale said as we go through the qualifications there's no money spent at that point, we could choose a group but wouldn't have to pay until they do the work. Mr. Laugheed said we could time it so that the RFQ would be coming to a conclusion and we'd be hitting the point of ready to contract right around the bond election time. Another way would be to time it so that we have a bond election and then we are prepared to go into contract. Clerk Yamamoto said having a voter-approved bond puts you in a better bargaining position. The main thing is to get a bond and pick a number. He doesn't know whether DLR's number is a good number, but we paid a lot of money for it so we should go with it. He doesn't want to spend any money until we have a bond passed. Using the DLR number is the

only option we have for a May bond election and regardless of when you have it that's the best road to take. Commissioner Dale is not willing to put this off for a year and go through the CM/GC methodology. He is committed to doing something in May for a bond. We have some time to put together a good educational process and he's not willing to go through the motions expecting failure. Commissioner White said the \$187M number stinks and we all know it, but it is 15 years of not being able to get a bond passed or come to a decision and the cost continues to go up. We are doing the best we can in that we hired a professional company and received professional, defensible, transparent information and we used the people's money to take care of that and the people are trusting us to put public safety first and foremost. Commissioner Rule said the Clerk wasn't referring to a good number in that fashion, he was referring to a number that would pass and it might be a great number, and anything over \$100M would be a great number for building jails, but he wasn't talking about that kind of number. All over the County this past election season school bonds failed and it's foolish to pretend that a \$187M bond will pass. Clerk Yamamoto said given what's going on with the economy boom and the fact that we're still working on hurricane relief from three years ago it's probably the worst time to build when it comes to materials costs. The jail issue is not going away, but if we run into another recession down the road it'd be a better time to build. The voters have to weigh in on this and pick a number so we should put it before them and see what they have to say. With the influx of population that we have seen in this valley we are stressing out nearly every service we extend and the growth is killing us because we don't have decent impact fees. Regardless of how it boils out he thinks the Board has to put it before the voters. Commissioner White said maybe the excessive growth and the influx of new citizens could be the very thing that will pass this bond. Sheriff Donahue said all that growth is the reason we have to have a new jail; we have not kept up for 15 years and we're in a desperate catastrophic situation. Commissioner Dale said going to the electorate for a jail bond vote is not a "one and done"; the average around the state on passing a bond is seven (7). He hopes it passes on the first attempt and he'll do everything he can to put the educational material out there to try to pass the word that it's something we have to do because the longer we wait the more expensive it gets. The ADS solution is a temporary solution but it's not the permanent solution and if we don't get a positive vote we will regroup and do it again and again until it passes. We need to move forward on both fronts, the May bond election with the DLR number and at the same time Sam Laugheed begins to develop an RFQ. The most efficient model for project delivery is CM/GC. Commissioner White said we received excellent recommendations with that methodology from Russ Moorehead with LCA, and from DLR and she is comfortable going with the experts' recommendations. Mr. Laugheed said he will work on an RFQ for CM/GC and see what that would look like and bring it back to the Board and stakeholders with the understanding though that if we're pursuing the May 2019 bond election that we would be pulling the DLR number, or some version of it, and establishing that which raises the question of when/how does the Board want to work on the outreach component of that sort of thing. DLR is still under contract for some educational discussion and materials. Controller Wagoner said the last invoice we received from DLR was for work performed through August 31 and there was \$30,000 remaining and it appears there was \$5,000 spent which we haven't yet been invoiced for and that leaves a \$25,000 balance. Commissioner Dale wants to use a local consultant who understands the issues rather than pay a consultant from Seattle to tell us how to communicate with people here. Mr. Laugheed said we're under no obligation to

spend that money under the contract so we can stop and move on to another thing. We could do a solicitation of interest and involve the public information officer in the process to find someone who could work fulltime on coordinating the outreach. There are legal limitations on what the County can spend money on; advocacy is out, and neutral education is in. We could solicit interest and talk about advisory groups and various professionals who do this for entities. DLR had said that 10 weeks was sort of the bare minimum time they would need and so we should be working on that to figure out who's going to do it and what it's going to look like. Captain Ward said DLR is the expert who prepared the study and it's concerning to cut them out of the educational process because it will be difficult to bring somebody else up to speed on proving the scientific data that DLR used. He's not saying we should use DLR exclusively but we should use them to some extent to where they can impart their wisdom on the local consultant. Commissioner White said DLR stated the County would have to pick up the lion's share of the load and so she thinks they will be open to the combination work. Commissioner Dale said there is a lot of scientific data behind their study and that's what makes it relevant but voters don't vote on that, they vote on emotion and how they feel about a subject and at some point we have to connect the need for the jail with community safety. Sheriff Donahue asked if there's a date where the Board can reconvene to make a decision on going out for a bond and a general contractor. Mr. Laugheed said we have bond counsel and a municipal financial advisor under contract and if the Board is okay using a number he thinks we could have an action item in the future to establish that number, we could bring bond counsel in perhaps this month and have the bond counsel talk to the Board about the legal requirements. He doesn't know what best practice is in terms of how far in advance we want to have those details done but there could be some interim step that would establish that number informally. That could happen as soon as next week if we need it. The final decision on the bond election probably would not be until the Board signed the resolution establishing the bond language which would only have to be 60 days out from the election. He wouldn't want to presume to lock the Board into a final decision before the actual final decision happens so we need the balance of open meetings to deliberate and talk about things but the final decision could be pushed off until March or so when they would sign off. All the preliminary work can be done based on direction and a consensus of the majority about what sort of final decision will be called for. If we think the final decision that will be called for in March is for a bond election for approximately \$187M he can work on an RFQ and talk about bringing in somebody to help with outreach, and we can do all those preliminary steps without having a formal motion and vote in the next month or so. Sheriff Donahue wants to know that there is Board consensus to do that in March because his office is not going to put in all that effort to not have a bond election in May. Mr. Laugheed said one way to address that would be to set a meeting and have an action item for the Board to vote on accepting DLR's number for the purposes of bond election, to authorize work on an RFQ, and to authorize work on whatever other mechanism we want to bring people in and talk about education. If there are other ideas about what those action items would look like he needs to know but he thinks we could have a formal vote in an open meeting that wouldn't be the level of legal binding that the resolution will be but it could be sufficient assurances for the Sheriff and his staff to devote more man hours to the project. Commissioner Dale doesn't think it will be a surprise to anybody because we've been talking \$200M for quite some time. With regard to advocacy vs. education, he said tax dollars can only educate but that does not preclude elected officials from joining a private advocacy group that creates

the *Vote Yes* on the bond momentum, that's something they're allowed to do individually. Mr. Laugheed said the free speech rights of our employees are definitely in play for this and elected officials have the cleanest path to be able participate and advocate on their own and then after the elected officials it would be the high-level exempt employees such as department heads, chief deputies, etc., but beyond that we'd have to be careful that salary money is not going to advocacy. Mr. Laugheed will work with staff to find a meeting date where we can bring Nick Miller (bond counsel) in and confirm the requirements for the bond election and have some action items that would be interim things about preparing RFQ's and soliciting interest and things like that. The meeting concluded at 2:53 p.m.

NOVEMBER 2018 TERM
CALDWELL, IDAHO NOVEMBER 2, 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):

- BOE in the amount of \$8180.00 for the Information Technology department
- Dell in the amount of \$13,959.00 for the Information Technology department

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for Oscar Pedraza dba Salon Columbia Event Center. See Resolution no. 18-182.

MEETING WITH COUNTY ATTORNEYS FOR LEGAL STAFF UPDATE AND CONSIDER APPROVAL/DENIAL OF A RESOLUTION FOR A REFUND REQUEST FOR A REZONE FEE TO RICHARD DUNNING; CASE NO. RZ PH2017-68

The Board met today at 9:02 a.m. with county attorneys for a legal staff update and to consider approval/denial of a resolution for a refund request for a rezone fee to Richard Dunning; case no. RZ PH2017-68. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson left at 9:05 a.m., Deputy P.A. Mike Porter and deputy Clerk Jenen Ross.

Approval/denial of a resolution for a refund request for a rezone fee to Richard Dunning; case no. RZ PH2017-68: Director Nilsson said Mr. Dunning requested a rezone but it was

discovered that the lane to the property was not done to county standards and would require more work to get it up to code so Mr. Dunning has decided to withdraw his application. Only a portion of the fee will be refunded due to the amount of work staff has already done on this case. Upon the motion of Commissioner Rule and second by Commissioner White the Board voted unanimously to sign the resolution issuing a refund to Richard Dunning for a rezone fee (see resolution no. 18-181).

Mr. Porter explained they are still working to solicit an attorney to work with inmates at the jail for civil claims they may have. At this time no interest in the position has been received so Mr. Porter will reach out directly to attorneys to see if he can answer any questions they may have. An outsourced company may need to be used if an attorney cannot be found to take the position. Commissioner White suggested possibly the use of a paralegal or law student, Mr. Porter said he would look into those options. The meeting concluded at 9:10 a.m. An audio recording is on file in the Commissioners' Office.

NOVEMBER 2018 TERM
CALDWELL, IDAHO NOVEMBER 5, 2018

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

MEETING WITH DEVELOPMENT SERVICES STAFF TO CONSIDER ACTION ITEMS

The Board met today at 9:04 a.m. for a meeting with Development Services staff to consider action items. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson and Deputy Clerk Jenen Ross. The action items were considered as follows:

Consider approval/denial of a resolution for a refund request for a private road application to Arley & Dixie Armstrong; Case No.AD2018-0118: The Armstrong's submitted a private road application but upon further research it was determined that they will need to have a parallel driveway so they've withdrawn their application for a private road. Upon the motion of Commissioner Rule and second by Commissioner White the Board voted unanimously to sign the resolution issuing a refund of \$300 to Dixie and Arley Armstrong (see resolution no. 18-183).

Consider approval/denial of a resolution re-appointing Rick Fried to the Canyon County Planning & Zoning Commission: Mr. Fried was filling an unexpired term that was to expire on December 1st. Upon the motion of Commissioner White and second by Commissioner Rule the Board voted unanimously to sign the resolution appointing Rick Fried to the Canyon County Planning & Zoning Commission (see resolution no. 18-184).

The meeting concluded at 9:08 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 9:35 a.m. for a monthly meeting with the HR Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, HR Director Sue Baumgart and Deputy Clerk Jenen Ross. Director Baumgart updated the Board on the following items: Open enrollment is happening now, generalists have been out of the office doing presentations to departments and offices to review benefits. She is continuing to work on the employee manual. The meeting concluded at 9:40 a.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH THIRD DISTRICT GUARDIAN AD LITEM PROGRAM TO DISCUSS PROPOSAL FOR CCOA BUILDING

The Board met today at 10:07 a.m. with Christina Walker from the Third District Guardian Ad Litem Program to discuss their proposal to utilize the former CCOA (Metro Community Services) building. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Brad Goodsell, Christina Walker, Maren Packer, Public Defender Aaron Bazzoli, and Deputy Clerk Monica Reeves. Ms. Walker is proposing to take over the leasing agreement the County had with Metro Community Services at the \$1 per month rate, with the guardians program taking care of the janitorial duties and cost of utilities. Ms. Walker estimates the program saves the County nearly \$50,000 a month by having volunteers handle cases that public defenders would otherwise have to cover (number of volunteer hours spent on cases multiplied by the public defender wage of \$70 per hour). They are anxious to have a decision from the County because they have to be out of their current space by November 30; they have worked with multiple real estate agencies and city officials in both Nampa and Caldwell but they have not been able to find affordable office space. Commissioner Dale questioned the group's estimated \$50,000 savings amount because the volunteers are not attorneys and therefore the program would not be paying attorney wages. He also said if the City of Caldwell wants to purchase the building the Board has to consider it. Commissioner White said she was not aware the City of Caldwell wanted to purchase the building. Commissioner Rule said Keri Sigman, with Destination Caldwell, spoke to Facilities Director Paul Navarro who related that they are interested in doing a land swap for the fairgrounds property, and, they believe they would be able to share space with the guardians program because they wouldn't need the entire building. He is not ready to make any commitments today until he has heard all the information on the land swap. Ms. Packer said their only concern with sharing a building is confidentiality given the closed juvenile protected cases they deal with. Ms. Walker asked Aaron Bazzoli to help verify some of the information about what would happen if the program was no longer here, and to talk about the funds the program believes it can save the County. Mr. Bazzoli said Commissioner Dale

brings up a good point about volunteers not being paid the same as attorneys. For a year now they have talked about how many attorneys are involved in CPA cases and how they are trying to reduce those numbers. The statutes require that the courts appoint any child under 12 years of age either an attorney or a guardian ad litem; for a child over 12, it's a similar scenario although it could just be an attorney, it doesn't have to be a guardian ad litem. The courts in Canyon County have assigned an attorney to represent the guardian ad litem in all matters they are assigned to. If the program goes away we will see an increase because the amount of time spent by an attorney talking with the child, being present in court, interviewing people, etc., will result in an increase in attorney fees when they have to take over the responsibilities of the guardian ad litem. We have a tremendous amount of volunteers from the community coming in for free in essence and representing these cases and so there is a financial aspect where we're not paying attorneys to do that. The attorneys are predominately just working in the courtroom representing the guardians at the hearings, they're not doing a lot of the investigative work and those kinds of things. Commissioner Dale asked how the program can go away if the state requires it. Mr. Bazzoli said if the court does not have a guardian ad litem program or a sufficient number of guardians it shall appoint counsel for the child and the cost of conflict counsel is \$70 per hour. There's either the guardian ad litem and an attorney, or an attorney representing all children in CPA actions. Commissioner Rule suggested Ms. Walker look at utilizing the second story of the vacant building located at Pond Lane/Gravel Lane in Caldwell. Brad Goodsell said he looked at the CCOA space last week and he asked whether it would be feasible to have both parties use the building because it's pretty big and Director Navarro said it could easily be modified to be separated into two parts. If we can sell it that's great, but in the meantime the Board could do a month-to-month lease with a 60 or 90 day termination provision and then if something happens with the City of Caldwell the guardians can make arrangements with the city or they can find some other arrangement. Commissioner Dale believes the best case scenario is for Ms. Walker to get with the City of Caldwell and Ms. Sigman and go through the building with Director Navarro and check it out for joint use. Commissioner White said the process to do a land swap could be time consuming and since the guardians have to find another space soon perhaps they should look at the building on Pond Lane and if that space is suitable. Commissioner Dale wants to explore these things: 1) Ms. Walker needs to view the property on Pond Lane, and 2) meet with Ms. Sigman and the City of Caldwell and view the CCOA building so they can hear what the guardians need and vice versa. Hopefully we will hear back on some of these issues by the end of this week. The meeting concluded at 10:27 a.m. An audio recording is on file in the Commissioners' Office.

NOVEMBER 2018 TERM
CALDWELL, IDAHO NOVEMBER 6, 2018

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

No meetings were conducted today.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Amazon in the amount of \$2518.57 for the Clerk/Auditors office

APPROVED CLAIMS ORDER NO. 11/9/18

The Board of Commissioners approved payment of County claims in the amount of \$14,390.10 and \$74,628.45 for accounts payable.

NOVEMBER 2018 TERM

CALDWELL, IDAHO NOVEMBER 7, 2018

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

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- HP, Inc. in the amount of \$1854.00 for the Information Technology department
- Zotto Corp. in the amount of \$3527.50 for the Information Technology department
- Frankie’s Aerial Application LLC in the amount of \$2850.00 for the Landfill
- Helena Agri-Enterprises LLC in the amount of \$1779.40 for the Landfill

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 Henry Claassen, Lori Berry, Timothy Syreen and Larry O’Dell.

APPROVED CLAIMS ORDER NO. 11/6/18

The Board of Commissioners approved payment of County claims in the amount of \$159,684.47 for accounts payable.

APPROVED CLAIMS ORDER NO. 11/9/18

The Board of Commissioners approved payment of County claims in the amount of \$82,289.44, \$313,396.82 and \$56,192.64 for accounts payable.

APPROVED CLAIMS ORDER NO. 11/7/18

The Board of Commissioners approved payment of County claims in the amount of \$6278.80 for accounts payable.

APPROVED CLAIMS ORDER NO. 1903

The Board of Commissioners approved payment of County claims in the amount of \$1,614,559.69 for a County payroll.

MEETING WITH COUNTY ATTORNEYS FOR LEGAL STAFF UPDATE AND CONSIDER SIGNING INDEPENDENT CONTRACTOR AGREEMENT - PICKLES BUTTE LANDFILL AERIAL SEED APPLICATION

The Board met today at 9:02 a.m. for a legal staff update and to consider signing an independent contractor agreement for the Pickles Butte Landfill aerial seed application. Present were: Commissioners Tom Dale and Steve Rule, Treasurer Tracie Lloyd, Deputy P.A. Brad Goodsell, Deputy P.A. Dan Blocksom, Deputy P.A. Mike Porter, Landfill Director David Loper left at 9:09 a.m., Civil Secretary Shantra Hannibal, Leslie Van Beek and Deputy Clerk Jenen Ross.

Consider signing an independent contractor agreement for the Pickles Butte Landfill aerial seed application: Director Loper said he looked as several different option but this one seems to be the best choice for the timeline. The seeding will happen on Sunday, November 11th. In addition to the agreement there are two purchase orders to be signed – one is for the application of the seed and the other is for the fertilizer. The main goal of this seeding is to prevent erosion, control dust and keep the cover from blowing away. Commissioner Rule made a motion to sign the independent contractor agreement for Pickles Butte Landfill aerial seed application. The motion was seconded by Commissioner Dale and carried unanimously (see agreement no. 18-181).

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 9:09 a.m. pursuant to Idaho Code, Section 74-206(1) (c), (d) and (f). 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, Deputy P.A. Brad Goodsell, Deputy P.A. Dan Blocksom, Deputy P.A. Mike Porter, Civil Secretary Shantra Hannibal, Treasurer Tracie Lloyd 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.

SURPLUS PROPERTY AUCTION/TAX DEED PROPERTY SALE AND CONSIDER SIGNING A RESOLUTION AUTHORIZING THE GRANTING OF REAL PROPERTY TO OTHER POLITICAL SUBDIVISION OR TAXING DISTRICT

The Board met today at 10:06 a.m. to conduct a surplus property auction/tax deed property sale. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Brad Goodsell, Treasurer Tracie Lloyd, Deputy Treasurer Tonya May, Interested citizens, Deputy Clerk Monica Reeves, Andy Rodriguez with the Nampa Housing Authority, Emiliano Espinoza left at 10:31 a.m., and Deputy Clerk Jenen Ross.

The following parcels were sold:

PARCEL #1

PIN: 19349000 0
ADDRESS: 0 E GROVE AVE PA ID
BID AMOUNT: \$3881.00
BUYER: Marc Grow

PARCEL #2

PIN: 19350000 0
ADDRESS: 310 E GROVE AVE PA ID
BID AMOUNT: \$71,761.00
BUYER: Jon Watson

PARCEL #3

PIN: 19351000 0
ADDRESS: E GROVE AVE PA ID
BID AMOUNT: \$3095.00
BUYER: Jon Watson

Parcels 1, 2 and 3 were sold together for a total of \$78,737

PARCEL #4

PIN: 19571000 0
ADDRESS: 404 S 2ND ST PA ID
BID AMOUNT: \$13,000
BUYER: Jon Watson

PARCEL #5

PIN: 19571011 0
ADDRESS: 205 E PARK ST PA ID
BID AMOUNT: \$5,000
BUYER: Jon Watson

PARCEL #6

PIN: 21501000 0
ADDRESS: 13903 GARY LN CA ID
BID AMOUNT: No sale
BUYER: Parcel was withdrawn from auction

PARCEL #7

PIN: 22950000 0
ADDRESS: 1619 S HORTON ST NA ID
BID AMOUNT: No bids were received
BUYER: No bids were received

PARCEL #8

PIN: 38767000 0
ADDRESS: 306 N 8TH ST PA ID
BID AMOUNT: No sale
BUYER: Parcel was withdrawn from auction

After the auction was complete the Board took a brief recess and went back on the record at 10:19 a.m. to consider the granting of real property to other political subdivisions or taxing district. There were two parcels included in the notice to be granted to the local housing authorities but the residents of those parcels have asked to speak with the Board regarding their situation.

Parcel no. 01939000 0 located at 609 N. 2nd Ave, Caldwell: Mr. Espinoza said he only received the letter a month ago as he has been in Texas taking care of his ill sister. \$1000 was paid in July prior to the property being taken for tax deed and he has another \$2600 he is willing to pay today. The total amount of past taxes due is \$12,867.16 and he said he only needs another 10 days to come up with the remaining amount; Treasurer Lloyd explained that the entire amount will need to be paid in full in order to redeem the property. Commissioner Rule made a motion to continue the meeting to December 6, 2018 at 9:00 a.m. The motion was seconded by Commissioner Dale and carried unanimously. It was explained to Mr. Espinoza that the full payment needs to be made at one time and that if the payment isn't received within 30 days his property would be transferred to the Caldwell Housing Authority.

Parcel no. 12985580 0 located at 1803 Scorpio Dr., Nampa: This property was owned by Ms. Driskell's father who has since passed away. Ms. Driskell is working with legal aid and filed paperwork yesterday to have a formal probate filed with the court. Ms. Driskell believes there are some stocks/bonds left to her by her father that she is the beneficiary of, however, there seems to be some confusion on that. Mr. Rodriguez said that while they are interested in the house they are not interested in kicking someone out of a house while it's in probate. Commissioners Rule and Dale would like to see Ms. Driskell come back in 30 days with more concrete information about her situation. Treasurer Lloyd believes that perhaps Ms. Driskell could work with Mr. Rodriguez and find a solution that could work for both parties. Commissioner Rule made a motion to continue the meeting to December 6, 2018 at 9:00 a.m. The motion was seconded by Commissioner Dale and carried unanimously.

Brad Goodsell said they had prepared a resolution for two different situations but there is now a third and he needs some additional time to prepare a revised resolution. Upon the motion of Commissioner Rule and second by Commissioner Dale the Board voted unanimously to continue the signing of the resolution to 11:30 a.m.

The meeting concluded at 10:46 a.m. An audio recording is on file in the Commissioners' Office

CONTINUATION OF THE MEETING TO SIGN A RESOLUTION GRANTING REAL PROPERTY TO OTHER POLITICAL SUBDIVISION OR TAXING DISTRICT

The Board met today at 11:31 a.m. to consider signing the resolution granting real property to other political subdivision or taxing district. Present were: Commissioners Tom Dale and Steve Rule, Treasurer Tracie Lloyd, Deputy P.A. Brad Goodsell and Deputy Clerk Jenen Ross. The notice that was published originally had six properties to be transferred; two were to be transferred to the Caldwell Housing Authority and four to the Nampa Housing Authority. One of the properties to be transferred to the Nampa Housing Authority was redeemed, one was continued to December 6, 2018 before it will be considered for transfer, and one was in bankruptcy so the tax deed had to be rescinded. One of the properties set to be transferred to the Caldwell Housing Authority has also been continued to December 6, 2018. The properties will be transferred as follows:

Caldwell Housing Authority

PIN: 04972000 0

901 E. Elgin St., Caldwell

Nampa Housing Authority

PIN: 12836000 0

442 2nd St. N, Nampa

PIN: 16898000 0

115 16th Ave N, Nampa

Upon the motion of Commissioner Rule and second by Commissioner Dale the Board voted unanimously to sign the resolution authorizing the transfer of county properties by quitclaim deed to the Nampa Housing Authority and the Caldwell Housing Authority (see resolution no. 18-185). Commissioner Rule made a motion to sign the quitclaim deeds. The motion was seconded by Commissioner Dale and carried unanimously. The meeting concluded at 11:35 a.m. An audio recording is on file in the Commissioners' Office.

NOVEMBER 2018 TERM
CALDWELL, IDAHO NOVEMBER 8, 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):

- PreCom in the amount of \$1543.00 for the Facilities department
- Quality Electric, Inc. in the amount of \$23,314.00 for the Facilities department

APPROVED CLAIMS ORDER NO. 11/9/18

The Board of Commissioners approved payment of County claims in the amount of \$598.67 for accounts payable.

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, Leslie Van Beek and Deputy Clerk Jenen Ross. The following cases do not meet the eligibility criteria for county assistance: 2018-1553, 2018-1452, 2019-64, 2018-1559, 2018-1549, 2018-1560, 2018-1567, 2018-1572, 2018-1546, 2018-1564, 2018-1566, 2018-1569, 2018-1523, 2018-1544, 2018-1561, 2018-1551 and 2018-1563. 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.

LEGAL STAFF UPDATE AND CONSIDER ACTION ITEMS

The Board met today at 9:03 a.m. for a legal staff update and to consider action items. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter left at 9:22 a.m., Deputy P.A. Zach Wesley, Facilities Director Paul Navarro left at 9:17 a.m., Chief Deputy Sheriff Marv Dashiell, Jail Captain Darin Ward left at 9:06 a.m., DSD Director Tricia Nilsson left at 9:22 a.m., Treasurer Tracie Lloyd left at 9:08 a.m., Deputy P.A. Brad Goodsell arrived at 9:06 a.m. left at 9:09 a.m., Leslie Van Beek and Deputy Clerk Jenen Ross.

Consider signing request for qualifications for design/engineering services related to installation and occupancy of secure temporary jail facilities addendum no. 1: Sam Laugheed said this is addendum no. 1 to the RFQ which was issued in October. The purpose of the addendum is to answer any questions that came in. Questions were received from K&B Architects which Director Navarro and Captain Ward provided answers for. Once the addendum is signed it will be broadcast thru all available and appropriate venues. Commissioner White made a motion to sign the request for qualifications for design/engineering services related to installation and occupancy of secure temporary jail facilities addendum no. 1. Commissioner Dale seconded the motion. The motion carried in a 2-to-1 split vote with Commissioners Dale and White voting in favor and Commissioner Rule voting against.

Consider signing resolution authorizing the issuance of quitclaim deeds to successful bidders at the November 7, 2018 auction of surplus property: Brad Goodsell explained that at the auction yesterday five properties were sold and this resolution confirms the results of the sale and authorizes the issuance of quitclaim deeds to successful purchasers. Upon the motion of Commissioner Rule and second by Commissioner White the Board voted unanimously to sign the resolution authorizing the issuance of quitclaim deeds to successful bidders at the November 7, 2018 auction of surplus property (see resolution no. 18-186). With the resolution authorizing the quitclaim deeds they can be signed as a ministerial matter.

Consider signing equitable sharing agreement and certification: Chief Dashiell explained that annually through the Department of Justice Equitable sharing agreement a certification report is filed. For the past several years it's had a zero dollar balance, revenue or expenditures but to stay active in the program the report needs to be filed annually. It's done online so Chief Dashiell completes the report and submits the online certification to the Department of Justice. Next year the rules are changing in that task forces will no longer be able to be direct recipients so CCNU balances will move to CCSO as the managing agency. Upon the motion of Commissioner White and second by Commissioner Rule the Board voted unanimously to sign the equitable sharing agreement and certification (see agreement no. 18-182).

Consider signing Idaho Transportation Department Office of Highway Safety Traffic Enforcement Grant Project agreement (TEGPA): Chief Dashiell said this is an agreement that has been signed for many years. Throughout the year ITD identifies projects they want

to concentrate on as a statewide effort such as seatbelt or DUI enforcement. By signing on, Canyon County is able to provide overtime pay to the employees who work these projects. Upon the motion of Commissioner Rule and second by Commissioner White the Board voted unanimously to sign the Idaho Transportation Department Office of Highway Safety Traffic Enforcement Grant Project agreement (TEGPA) (see agreement no. 18-183).

Consider signing declaration and notice of sole source procurement for HVAC control system manufactured by Reliable Controls for use at the Canyon County Courthouse and Dale Haile Detention Center: Paul Navarro explained that this finishes the project of making sure all of the courthouse heat pumps have controls. This project should pay for itself in energy savings within the first few years as it regulates the heat high/low levels and not running heating and cooling at night or weekends and holidays when offices are vacant. These controls will also be installed at the jail so they can be controlled remotely. Mr. Laugheed said that previous sole source procurements with Reliable Control Systems were done according to law which makes this sole source notice appropriate because of the compatibility with the existing infrastructure and is the paramount consideration; additional procurement would be impractical or disadvantages and unreasonable under these circumstances. Commissioner Rule made a motion to sign the declaration and notice of sole source procurement for HVAC control system manufactured by Reliable Controls for use at the Canyon County Courthouse and Dale Haile Detention Center. The motion was seconded by Commissioner White and carried unanimously.

Consider signing resolution for a fee waiver to the Marsing Rural Fire District: Director Nilsson said that the Marsing Rural Fire District got a Conditional Use Permit last year to build a new station. At this point it is looking like it will be a shell building with a couple of bathrooms. They have requested a waiver for the building permit fee. Based on their estimated value of the building DSD estimates a building permit fee of over \$10K and then a plan review fee of about \$1600. DSD supports the request for waiving the building permit fee but would like to see them pay for the zoning and plan review fees. Commissioner Rule suggested waving a portion of the total fees, Commissioner Dale agrees with this suggestion as it would cover more of the county inspection costs. Commissioner Rule made a motion to waive 66 ²/₃% of the \$11,907 fee. The motion was seconded by Commissioner White and carried unanimously (see resolution no. 18-187).

Mike Porter presented a response letter to the Public Defense Commission for the Board's consideration regarding rules that are going to be considered by legislature next session. The Board signed the letter as a ministerial matter and a copy is on file with this day's minutes. The meeting concluded at 9:26 a.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH THE FAMILY COURT SERVICES MANAGER TO CONSIDER SIGNING ADOPTION DAY PROCLAMATION

The Board met today at 9:32 a.m. with the Family Court Services Manager to consider signing the Adoption Day proclamation. Present were: Commissioners Tom Dale, Pam White and

Steve Rule, Family Court Services Manager Mary Hoffman, PIO Joe Decker, Leslie Van Beek, Representatives from Health and Welfare and Deputy Clerk Jenen Ross. The 10th annual Adoption Day celebration will be taking place on November 16th where 24 adoptions with 36 kids will take place. Two adult adoptions will also happen this day, these are kids who have grown up in foster care and are being adopted after the age of 18 by their foster family. National Adoption Day is November 17th but since the courts aren't open that day it will be recognized in Canyon County on the 16th. Commissioner White made a motion to sign the Adoption Day proclamation. The motion was seconded by Commissioner Rule and carried unanimously. A copy of the proclamation is on file with this day's minute entry.

MEETING TO DISCUSS PROPERTY TAX REDUCTION APPLICATION FOR DARRYL & SHEILA FORD

The Board met today at 10:02 a.m. to discuss the property tax reduction application for Darryl and Sheila Ford. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Brad Goodsell, Controller Zach Wagoner, Treasurer Tracie Lloyd, Darryl and Sheila Ford, and Deputy Clerk Monica Reeves. The Fords requested to meet with the Board based on a letter they received from the Idaho State Tax Commission regarding the state's denial of their medical expense deduction. The Fords pay premiums to the Samaritan Ministries which serves the same purpose as medical insurance and they want their expenses to be accepted for property tax exemption. Zach Wagoner said the Property Tax Reduction (PTR) program is a state program that's based on certain qualifying criteria including income, age, widow, blindness, and other types of status. The state governs the rules and qualifications. The taxes are calculated and if the state approves they will in essence pay the property tax, or a portion of the property tax on behalf of the parties. In this case the state has made a decision that the Fords do not qualify for money to property taxes under the PTR program as their payments are not an allowable deductible medical expense. Brad Goodsell said because of this decision the statute gives the Fords a couple of options; they can appeal the state's decision to District Court or the Board of Tax Appeals (BTA), or, they can come to the Board of Commissioners and ask for a hardship exemption where the Board can cancel the taxes that are due because of what happened as a result of the state's tax commission's decision, but it has to be based on hardship. Treasurer Lloyd noted that the Fords have not completed a hardship application. Commissioner Dale said the Board does not have the authority or jurisdiction to say Samaritan Ministries does qualify as insurance. The only avenue the Board has is through the hardship application process. Mr. Goodsell said they are only allowed to get a hardship based on the amount the state would have paid. Sheila Ford asked where they can go to impress upon whomever makes the decision that it's only insurance that qualifies. She said Samaritan Ministries functions the same as insurance only they don't deny coverage the way insurance does. She was denied treatment by her insurance and she had to pay for the treatment herself and that's one of the reasons she joined Samaritan Ministries and she doesn't think it's right for the state to not count this when it functions in the same way, only better. Commissioner Rule believes the tax commission is wrong in this case and the Fords should appeal the matter to the BTA. Mrs. Ford said their expenses are legitimate and should not have been excluded, but she does not want to hire a lawyer to go to court. Mr. Goodsell said the Fords can send an appeal to the

BTA and have them review what the tax commission did and they will decide whether the tax commission is right or wrong. If they agree with tax commission then maybe the Fords can appeal their decision but they'd have to go to court to do that. Personally he doesn't know whether this is right or wrong, but it may be based on federal law, and assuming the tax commission is correct, the Fords remedy may be to go to the legislature or to Congress, one or the other, depending on which one this is based. The Board encouraged the Fords to request an appeal hearing with the BTA and to bring documentation to their hearing which proves Samaritan Ministries is their medical insurance, and then they should meet with their local legislator and see if they can assist. The meeting concluded at 10:21 a.m. An audio recording is on file in the Commissioners' Office.

NOVEMBER 2018 TERM
CALDWELL, IDAHO NOVEMBER 9, 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):

- Elmridge Protection Products in the amount of \$989.20 for the Sheriff's Office
- Bob Barker in the amount of \$9398.87 for the Sheriff's Office
- A-Gem Supply in the amount of \$10,260.00 for the Sheriff's Office
- Charm-Tex in the amount of \$8291.04 for the Sheriff's Office

FILE IN MINUTES

The Board approved the Treasurer's tax charge adjustment by PIN for October 2018.

MEETING WITH DEVELOPMENT SERVICES STAFF TO CONSIDER APPROVAL/DENIAL OF A RESOLUTION FOR A REFUND REQUEST FOR A BUILDING PERMIT FEE TO JOHN MCEVOY; CASE NOS. BP2018-0887 AND DP2018-0045

The Board met today at 9:09 a.m. for a meeting with Development Services staff to consider approval/denial of a resolution for a refund request for a building permit fee to John McEvoy; Case Nos. BP2018-0887 and DP2018-0045. Present were: Commissioners Tom Dale and Pam White, DSD Director Tricia Nilsson and Deputy Clerk Jenen Ross. Director Nilsson said Mr. McEvoy applied for a building permit but it was denied as this was to be the third house on the parcel so the application fee needs to be refunded. Upon the motion of Commissioner

White and second by Commissioner Dale the Board voted unanimously to sign the resolution issuing a refund to John McEvoy (see resolution no. 18-188). The meeting concluded at 9:11 a.m. An audio recording is on file in the Commissioners' Office.

NOVEMBER 2018 TERM
CALDWELL, IDAHO NOVEMBER 13, 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):

- Storage Networks in the amount of \$1580.00 for the Sheriff's Office
- Vanguard Manufacturing, Inc. in the amount of \$2370.00 for the Sheriff's Office
- Carousel Industries in the amount of \$1627.80 for the Information Technology department

APPROVED CLAIMS ORDER NO. 11/22/18

The Board of Commissioners approved payment of County claims in the amount of \$32,566.88 for accounts payable.

APPROVED CLAIMS ORDER NO. 11/13/18

The Board of Commissioners approved payment of County claims in the amount of \$10,000.00 for accounts payable.

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

The Board met today at 8:34 a.m. with the Directors of Facilities and Information Technology to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Facilities Director Paul Navarro, Leslie Van Beek and Deputy Clerk Jenen Ross. Commissioner Dale wanted to have a discussion regarding the proposal received from the 3rd District Guardian Ad Litem program for the CCOA building. Commissioner Rule asked about the land-swap that he understood was going to happen. Commissioner White said she spoke with Caldwell Mayor Nancolas who said there is no

option for a land-swap and that the city will not be purchasing the building as Destination Caldwell is a separate entity from the city. Part of the proposal indicated that the space could be shared between the Guardians and Destination Caldwell but Commissioner Dale would like it clearly defined as to which organization will be occupying which space. Director Navarro said there are several entrances to the building and it would be possible to segregate portions of the building. He said that when he met with both the Guardians group and Destination Caldwell that they came up with ways they could separate the space and using repurposed doors, knobs and locks. Mr. Navarro said he will draw up a blueprint of the building so that in the contract it can be clearly defined which organization is occupying which space. Commissioner Rule feels that the building needs to be sold but since it doesn't appear that is the way this is going that with a \$1.00 a month lease the county should not be responsible for all the maintenance. Commissioner Dale and Director Navarro agree that maintenance should be the responsibility of the lessee. Commissioner Dale would also like to see the building leased for one year at a time while still trying to sell it contingent upon the lease. Commissioner White is opposed to selling building as there has been an organization in the building for several years leasing it for \$1.00 a month and now there is another organization that serves a vulnerable population in the community that is in need of a space. Commissioner Rule doesn't feel that it's the taxpayers' responsibility to furnish every organization a place to work for \$1.00 a month. Commissioner Dale would like to see the lease be with Guardians Ad Litem and allow them to sub-lease with Destination Caldwell instead of the county holding a joint lease for both organizations. A couple of the other requests in the proposal included installation of a garage door and interior painting; Commissioner Dale is okay with Facilities staff helping with these items as long as the Guardians supply the garage door. The meeting concluded at 8:48 a.m. An audio recording 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 9:01 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, Chief Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, Deputy P.A. Zach Wesley, Deputy P.A. Brad Goodsell, Jail Captain Daren Ward left at 9:05 a.m., Facilities Director Paul Navarro left at 9:05 a.m., Chief Deputy Sheriff Marv Dashiell left at 9:10 a.m. and Deputy Clerk Jenen Ross. The action items were considered as follows:

Open statement of qualifications for design/engineering services related to installation and occupancy of secure temporary jail facilities: Two proposals were received; Houston-Bugatsch was received November 13, 2018 at 8:00 a.m. and KMB Architects was received November 13, 2018 at 8:32 a.m. Copies will be provided to the review committee who will follow the selection scoring routine set out in the RFQ. Mr. Laugheed noted for the record that the calendar of events states that the notice of ranking would happen today but that was a clerical error. The next steps will be presented to the Board in the next few days.

Consider signing equitable sharing agreement and certification - Task Force: Mike Porter said this is a continuation of a conversation regarding equitable sharing of federal funds for Canyon County Sheriff's Office. Chief Dashiell said this is a CCNU reporting requirement. This is the last year there will be an independent task force report done, next year it will become a CCSO report as task forces will no longer be able to receive funds independently, they'll have to go thru a parent agency. Upon the motion of Commissioner Rule and second by Commissioner White the Board voted unanimously to sign the equitable sharing agreement and certification (see agreement no. 18-186).

Consider signing 2018-2019 law enforcement services agreement between Notus School District #135 and Canyon County: Chief Dashiell explained this is a renewal of the SRO program with the Notus School District. CCSO provides 8 hours of SRO coverage to the school throughout the school year for \$3500. The SRO will be shared with the Melba School District. Upon the motion of Commissioner White and second by Commissioner Rule the Board voted unanimously to sign the 2018-2019 law enforcement service agreement between Notus School District #135 and Canyon County (see agreement no. 18-185).

Consider signing a resolution to make reappointments to the Canyon County Historic Preservation Commission: Commissioner Rule made a motion to sign the resolution reappointing Zach Wesley and Nicki Schwend to the Historic Preservation Commission. The motion was seconded by Commissioner White and carried unanimously (see resolution no. 18-189).

Consider signing Juvenile Detention housing agreement with Valley County: Zach Wesley explained that Director Jett is out of the office this morning but is in support of the agreement. This is a renewal with Valley County that provides the terms and conditions and rate for juvenile offenders to be detained at the SW Idaho Juvenile Detention Center. Upon the motion of Commissioner White and second by Commissioner Rule the Board voted unanimously to sign the juvenile detention housing agreement with Valley County (see agreement no. 18-184).

As part of the legal staff update Mr. Goodsell reviewed the proposal that was received from the Guardians Ad Litem program for the CCOA building. Commissioner Dale explained that they would like the lease contract to be with the Guardians Ad Litem and then allow them to sublease to Destination Caldwell and that they will be responsible for all maintenance. Mr. Goodsell reviewed the proposal line by line as follows:

- \$1.00 month lease with annual renewal: Board is okay with annual renewal
- Updates to security system: Director Navarro can help with this – county will change locks using repurposed locks; no cameras or security lights will be provided by the county
- Updating the interior with fresh paint: Commissioner White would like to see it done if it needs to be cleaned up as it is a county building
- Outbuilding to be separately metered: Commissioner Rule said they can sublease to whoever they want but the county will not meter the building separately

- Garage door: If Destination Caldwell wants to purchase the door the Board is okay with facilities staff installing it. It was noted that this may cause a warranty issue so it will be up to Destination Caldwell to look into that
- Decision timeframe: Due to agenda requirements a decision cannot be made tomorrow as requested but a meeting will be agendized for Friday for the Board's consideration

Commissioner Rule reiterated that he does not feel that Canyon County taxpayers should be landlords and thinks that there is a chain of events that happens that interfere with what's best for the taxpayers. He wishes that Commissioners Dale and White would reconsider this decision.

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

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

Commissioner White made a motion to go into Executive Session at 9:22 a.m. pursuant to Idaho Code, Section 74-206(1) (c) and (d). The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Mike Porter, Chief Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, Deputy P.A. Zach Wesely, Leslie Van Beek and Deputy Clerk Jenen Ross. The Executive Session concluded at 9:32 a.m. with no decision being called for in open session.

**NOVEMBER 2018 TERM
CALDWELL, IDAHO NOVEMBER 14, 2018**

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

APPROVED CLAIMS ORDER NO. 11/26/18

The Board of Commissioners approved payment of County claims in the amount of \$119,070.95 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Materials Testing & Inspection in the amount of \$2653.00 for Facilities and Fair

MEETING WITH COUNTY ATTORNEYS FOR LEGAL STAFF UPDATE AND CONSIDER SIGNING ADDENDUM 1 FOR THE CANYON COUNTY FAIR EXPO BUILDING REQUEST FOR QUALIFICATIONS

The Board met today at 10:00 a.m. with county attorneys for a legal staff update and to consider signing addendum no. 1 for the Canyon County Fair Expo Building request for qualifications. Present were: Commissioner Pam White, Commissioner Tom Dale by phone, Deputy P.A. Zach Wesley, Fair Director Diana Sinner and Deputy Clerk Jenen Ross. Zach Wesley said this addendum is to address two issues: one to answer written questions and two to adjust the schedule to accommodate a date where no quorum is available. Two questions were submitted, one from the Seattle Daily Journal of Commerce and the other from Construction Connection. The adjusted dates do not significantly impact the project. Upon the motion by Commissioner Dale and second by Commissioner White the Board voted unanimously to sign addendum no. 1 for the Canyon County Fair Expo Building request for qualifications.

There were no items for discussion at the legal staff update.

The meeting concluded at 10:05 a.m. An audio recording is on file in the Commissioners' Office.

NOVEMBER 2018 TERM
CALDWELL, IDAHO NOVEMBER 15, 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. 11/16/18

The Board of Commissioners approved payment of County claims in the amount of \$38,437.47 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- AutoClear in the amount of \$21,700.00 for the Facilities department
- ESRI, Inc. in the amount of \$5760.00 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 Janie Haze.

CONSIDER INDIGENT DECISIONS

The Board met today at 8:47 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Dan Blocksom, Director of Indigent Services Yvonne Baker, Customer Service Specialist Robin Sneegas, Case Manager Camille Tilden and Deputy Clerk Jenen Ross. The following cases do not meet the eligibility requirements for county assistance: 2019-0003, 2019-0007, 2019-0062, 2019-0015, 2019-0115, 2019-0002, 2019-0019, 2019-0114, 2018-1570, 2019-0001 and 2019-0018. Upon the motion of Commissioner Rule and second by Commissioner Dale the Board voted unanimously to issue initial denials with written decisions within 30 days. The meeting concluded at 8:49 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING SUBORDINATION OF COUNTY LIEN TO MORTGAGE FROM ACADEMY MORTGAGE FOR INDIGENT CASE 2011-617

The Board met today at 8:50 a.m. to consider signing a subordination of county lien to mortgage from Academy Mortgage for indigent case 2011-617. Present were: Commissioners Tom Dale and Steve Rule, Director of Indigent Services Yvonne Baker, Case Manager Camille Tilden, Deputy P.A. Dan Blocksom and Deputy Clerk Jenen Ross. The applicant is currently in the process of purchasing a home, the case was approved so there is a reimbursement account. The lender is requesting a subordination agreement in order to fund the loan even though the county lien is always subordinate to a mortgage lien. Commissioner Rule made a motion to sign the subordination of county lien to mortgage from Academy Mortgage for indigent case no. 2011-617. The motion was seconded by Commissioner Dale and carried unanimously. The meeting concluded at 8:53 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2018-1237

The Board met today at 9:07 a.m. to conduct a medical indigency hearing for case no. 2018-1237. Present were: Commissioners Tom Dale and Steve Rule, Hearing Manager Kellie George, Case Manager Camille Tilden, 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 Dale the Board voted unanimously to uphold the denial on this 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. 2018-1309

The Board met today at 9:13 a.m. to conduct a medical indigency hearing for case no. 2018-1309. Present were: Commissioners Tom Dale and Steve Rule, Hearing Manager Kellie George, Case Manager Camille Tilden, Deputy P.A. Jim Cornwell, Deputy P.A. Dan Blocksom, Julie Wood for St. Alphonsus and Deputy Clerk Jenen Ross. Upon the motion of Commissioner Rule and second by Commissioner Dale the Board voted unanimously to continue the case to January 10, 2019. The hearing concluded at 9:16 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2018-1274

The Board met today at 9:16 a.m. to conduct a medical indigency hearing for case no. 2018-1274. Present were: Commissioners Tom Dale and Steve Rule, Hearing Manager Kellie George, Case Manger Camille Tilden, Deputy P.A. Jim Cornwell, Deputy P.A. Dan Blocksom, Julie Wood for St. Alphonsus and Deputy Clerk Jenen Ross. Upon the motion of Commissioner Rule and second by Commissioner Dale the Board voted unanimously to continue the case to January 10, 2019. The hearing concluded at 9:17 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2018-1164

The Board met today at 9:27 a.m. to conduct a medical indigency hearing for case no. 2018-1164. Present were: Commissioners Tom Dale and Steve Rule, Hearing Manager Kellie George, Case Manager Camille Tilden, Deputy P.A. Jim Cornwell, Deputy P.A. Dan Blocksom, Attorney Mark Peterson for St. Luke's, Amber Jones for St. Luke's, Interpreter Mercedes Lupercio, the applicant and Deputy Clerk Jenen Ross. Upon the motion of Commissioner Rule and second by Commissioner Dale the Board voted unanimously to continue the case to December 13, 2018. The hearing concluded at 9:33 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2018-1143

The Board met today at 9:37 a.m. to conduct a medical indigency hearing for case no. 2018-1143. Present were: Commissioners Tom Dale and Steve Rule, Hearing Manager Kellie George, Case Manager Camille Tilden, Deputy P.A. Jim Cornwell, Deputy P.A. Dan Blocksom, Attorney Bryan Nickels for St. Alphonsus, Julie Wood for St. Alphonsus, the applicant, the applicant's parents and Deputy Clerk Jenen Ross. Upon the motion of Commissioner Rule and

second by Commissioner Dale the Board voted unanimously to approve the case. The hearing concluded at 9:45 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER INDIGENT MATTERS

The Board met today at 9:47 a.m. to consider indigent matters. Present were: Commissioners Tom Dale and Steve Rule, Hearing Manager Kellie George, Case Manager Camille Tilden and Deputy Clerk Jenen Ross. Neither the applicant nor the hospital appeared on the following cases: 2018-1262, 2018-1502, 2018-991, 2018-1216, 2018-1265, 2018-1278, 2018-1084, 2018-1215, 2018-1307, 2018-1260 and 2018-1257. Upon the motion of Commissioner Rule and second by Commissioner Dale the Board voted unanimously to issue written final denials within 30 days on the cases as read into the record. Case nos. 2018-1335 and 2018-792 are both eligible for county assistance. Commissioner Rule made a motion to issue final written approvals in the next 30 days. The motion was seconded by Commissioner Dale and carried unanimously. Upon the motion of Commissioner Rule and second by Commissioner Dale the Board voted unanimously to issue final written denials on case nos. 2018-666 and 2018-1574. The meeting concluded at 9:51 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER ADOPTING ORDINANCE NO. 18-031 AND SUMMARY OF ORDINANCE - AMENDING CHAPTER 1, ARTICLE 23, OF THE CANYON COUNTY BUSINESS INVESTMENT INCENTIVE ORDINANCE OF 2017

The Board met today at 10:01 a.m. to consider adopting an ordinance and summary of ordinance for Ordinance No. 18-031 amending Chapter 1, Article 23 of the Canyon County Business Investment Incentive Ordinance of 2017. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Brad Goodsell, Assessor Brian Stender, Admin. Analyst Jennifer Loutzenhiser, Tina Wilson from Western Alliance for Economic Development, Nampa Economic Development Director Beth Ineck, Caldwell Economic Development Director Steve Fultz, other interested persons, and Deputy Clerk Monica Reeves. Brad Goodsell said the ordinance makes technical corrections, including minor tweaks and clarifications to some issues; it doesn't make any real substantive changes except for changing the amount and length of exemptions and differentiating between real property and personal property for purposes of how much exemption could be the maximum exemption that could be granted. Otherwise it's just making some technical corrections; for instance, in Section 3, it's noted that these standards also apply to applications filed under Idaho Code, Section 63-606A, and we had already taken that position before but now it's explicit. We have defined what the multiplier is and we make it clear it's the employment multiplier. We have included a 2.0 multiplier as the differentiation between the two levels of exemption and we define how that is calculated and in Section 19 we delete that section entirely because that same concept is built into the tables. Now the 20% bonus is built into the tables. Amending the ordinance now does not mean it cannot be amended later if substantive changes are desired later but this will clarify some of the issues that have arisen over the last 18 months since the County first adopted the ordinance.

Beth Ineck asked if the applications on file will be under the new ordinance or the old ordinance. Mr. Goodsell said the ordinance that was effective on the date the application was filed is the governing ordinance. If this ordinance is adopted today it will not be effective until it's published, which is November 21, 2018. Commissioner Rule asked Steve Fultz and Tina Wilson why the changes are important to them. Mr. Fultz said one of the key elements is the graduated rate. It's been vague in the past and the Board has had the flexibility to say we could do a higher percentage on the front end and he thinks this provides a nice formalization so now they can show people exactly what we're looking at based on the graduated rate. Also, on the annual reporting this gives more teeth in saying a company is granted this incentive but they need to make sure they're in substantial compliance. Mr. Fultz said it would be nice if the County had a formalized compliance form that the applicant takes with them upon approval. Currently the County does not have a form. Tina Wilson said having something in writing gives us a basis as it becomes a good tool and she appreciated the fact that rural Canyon County was taken into consideration and the fact that this is a guideline and that we all know that each project is individual and unique. This gives a tool in writing with the table and the graduated rate for her to meet with a client and say this is the foundation and so don't expect to get more than that. Ms. Ineck agrees with the points that were made and said it's great to have something in writing to provide to companies. Mr. Goodsell said the ordinance does indicate what needs to be submitted by the applicant each year but it would be helpful if we put it in a form and Joe Cox has indicated the Assessor's Office will develop a form. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to adopt Ordinance No. 18-031 amending Chapter 1, Article 23 of the Canyon County Business Investment Incentive Ordinance of 2017. During discussion Commissioner Dale said he sees this as a clarification, the more specific the better because businesses need to know that this is the maximum allowed but it's not a guarantee they're going to get the maximum. They have to prove their case to the Board that they merit the exemption. Ms. Ineck said one of the challenges they've had is that the application is tied to the property itself and they've had trouble figuring out the exact time so she's counselled clients to meet with the Board under Executive Session to introduce what they are thinking of. They are still in deliberation but they are unable to do the application until they have acquired the property which can be very far down the line. She asked if they can go through the application process without closing on the property because that's been a challenge with some projects. The paper doesn't start until a company has committed, made the decision, and purchased the property. Mr. Goodsell said the ordinance says that in order to be considered an application must include the project plan. An application can be filed under a pseudonym but no application will be granted until the applicant has secured the right to obtain or secured a particular property. In one case the applicant got an option to buy the property and one of the conditions was that they got the tax exemption. They filed an application and we granted the exemption even though they hadn't acquired the property yet but they had the right to acquire it so that way we were able to identify a particular parcel. It's not necessary that the property be acquired, only that they have secured the right to purchase the property. Ms. Wilson said when they bring a business in sometimes they are still evaluating several locations and they bring them in for the exemption conversation that helps them determine and so they don't have the right to secure the property yet because it's part of the negotiations and so in that case is there a pre-application that starts the rest of the conversation? Commissioner Dale said a pre-

application process would be an excellent idea. With one project the Board had not heard anything from the company and yet they were expending thousands and thousands of dollars on preparation and we have heard they have walked away from projects where they have spent millions of dollars and didn't go through with it so he would say to them "you better get in here and let the Board know what your plans are." He said the County has been challenged on a couple of exemptions, saying it's an incentive program they've already made their decision, but that's not the intention. Businesses should not assume they can buy property and start their project and assume they're going to get an exemption. That's not the way it works. They need to talk to the Board. Assessor Stender agrees and said it's a competitive tool to get them to locate to Canyon County. Mr. Fultz said he met with the Board several weeks ago with Project White, and they had a site in mind at the Sky Ranch Business Park, but since that time they have walked away from that site and are looking at another site within the park and so he wants to know if they need to come back before the Board. The Board said it is not necessary to meet again as long as it's the same project and is still in Canyon County. The motion on the ordinance carried unanimously. Commissioner Rule made a motion to sign the legal notice and summary of Ordinance No. 18-031 amending Chapter 1, Article 23 of Canyon County Business Investment Incentive Ordinance of 2017. The motion was seconded by Commissioner Dale and carried unanimously. The meeting concluded at 10:24 a.m. An audio recording is on file in the Commissioners' Office.

NOVEMBER 2018 TERM

CALDWELL, IDAHO NOVEMBER 16, 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):

- Boise Office Equipment in the amount of \$38,493.80 for the Sheriff's Office
- Grainger in the amount of \$3477.16 for the Facilities department
- Amazon in the amount of \$6086.98 for the Court Clerks

MEETING WITH COUNTY ATTORNEYS FOR A LEGAL STAFF UPDATE AND TO 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: Commissioner Tom Dale, Commissioner Pam White by phone, Chief Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley, Deputy P.A. Brad Goodsell, Controller Zach Wagoner left at 9:24 a.m., Deputy P.A. Mike Porter, Facilities Director Paul

Navarro left at 9:15 a.m., Christina Walker left at 9:15 a.m. and Deputy Clerk Jenen Ross. The action items were considered as follows:

Consider signing Eide Bailly letter of engagement: Zach Wagoner said this is the letter of engagement for fiscal year 2018 outside auditing services to be provided by Eide Bailly. Their services have been used by the county for the past several and Mr. Wagoner has been pleased with their service. There is a 2% increase this year which is a reasonable request. Upon the motion of Commissioner White and second by Commissioner Dale the Board voted unanimously to sign the engagement letter with Eide Bailly (see agreement no. 18-192).

Consider signing donation of surplus personal property to the Caldwell Crisis Center: Director Navarro said he met with representatives from Southwest District Health about surplus items they would like for their Caldwell Crisis Center. These items that haven't sold at public auction, no one had previously asked to use them and have no real value to the county. Upon the motion of Commissioner White and second by Commissioner Dale the Board voted unanimously to sign the letter donating surplus items to the Southwest District Health Crisis Center. A copy of the letter and inventory of the items is on file with this day's minutes.

Consider signing agreement establishing The Idaho Unified Certification Program: Zach Wesley said that the Idaho Transportation Department (ITD) has asked the county to sign a statement of agreement/declaration stating that we understand their process. ITD has entered into an agreement with the federal transportation department to establish a process for the Idaho Unified Certification Program for Disadvantaged Business Enterprise programs in the state of Idaho. The state has agreed with the federal government on a process for businesses that may be at a disadvantage for a variety of reasons in the selection process for state contracts to apply, be recognized and certified so that they are identified higher on the selection list. The state has agreed to that process with the federal government so the state is asking that the county recognize that program and that it's the only program for certification, recertification and decertification affirms in the Disadvantaged Business Enterprise Program for the State of Idaho which is just part of their compliance with this agreement. Commissioner Dale made a motion to sign the agreement establishing The Idaho Unified Certification Program. The motion was seconded by Commissioner White and carried unanimously (see agreement no. 18-190).

Consider signing lease with the 3rd District Guardian ad Litem Program for County property located at 304 N. Kimball: Brad Goodsell explained this is for the property located at 304 N. Kimball St. previously occupied by the CCOA. The county has agreed to painting the interior and to change the locks; Director Navarro said the painting has already been done and the locks will be changed early next week. This agreement is for a 12-month period with options to renew and allows for them to sublease a portion of the building to Destination Caldwell; a provision for the county to terminate the lease with a 90-day notice is also included in the event the building is sold. The agreement has been signed by Christina Walker who is the Executive Director of the 3rd District Guardian ad Litem program. Commissioner Dale made note that he feels it could be a good arrangement for the Guardian program and Destination Caldwell to share the building but that it would be completely up

to Ms. Walker and the Guardians to make those arrangements, that the county would have no part in that. Upon the motion of Commissioner White and second by Commissioner Dale the Board voted unanimously to sign the lease with the 3rd District Guardian ad Litem Program for County property located at 304 N. Kimball (see agreement no. 18-191). Ms. Walker said they would like to start moving in on the 26th and now that the lease has been signed she will start the process of changing over the utilities.

Consider signing 2018 host site agreement for Celebration Park with Lori Berry: Zach Wesley said this is a renewal of an agreement that has been in place for a couple of years, however, this will be the first time there is a camp host for the winter. Lori Berry has agreed to continue on as a part-time employee and continue the host duties at Celebration Park for the duration of the winter. The agreement contains all the terms as far as use and responsibilities and provides that the camping arrangement ends with employment termination if that should occur. Upon the motion of Commissioner Dale and second by Commissioner White the Board voted unanimously to sign the host site agreement for Celebration Park between Canyon County and Lori Berry (see agreement no. 18-189).

Consider approval/denial FY2018 budget transfers: Zach Wagoner said they have completed expenditure activity for fiscal year 2018 and are proposing a few adjustments between the A and B budgets. No budgets are being increased it is just a transfer. The changes are as follows:

- **Sheriff's Office:** transfer \$300K from the A budget to B budget due to inmate out-of-county expenditures which were \$500K greater than what was budgeted.
- **Coroner's Office:** transfer \$10K from the B budget to the A budget which is needed for personnel expenditures.
- **Facilities Department:** transfer \$30K from the B budget to the A budget which is needed for personnel expenditures related to comp time payouts.
- **Development Services Department:** transfer \$20K from the B budget to the A budget for personnel expenditures related to comp time payouts.

Commissioner White asked if this is something that happens yearly. Mr. Wagoner said this year the level of activity in the Development Service Department has skyrocketed so to keep up with needs they've had employees working extra hours but the revenue coming in has more than offset the increased cost. With the Facilities Department there was a major courthouse painting project, which, taken to an outside firm the cost estimate was roughly \$500K. Director Navarro found a way for his staff to complete that project at a great savings but it did result in some comp time pay; in the long run hundreds of thousands of dollars were saved by doing the project in-house. Commissioner Dale made a motion to sign the resolution to adopt the budget transfers for 2018 year-end budget. The motion was seconded by Commissioner White and carried unanimously (see resolution no. 18-191).

Consider approval/denial FY2019 operating transfers: Zach Wagoner explained these are operating transfers which are transfers between county departments; rather than have one county department write a check to another department it's done thru a journal entry process. The transfers are as follows:

- \$7000 of the cigarette tax money to the juvenile detention center and another \$7000 to the juvenile drug court. Cigarette tax monies are allocated to be used for juvenile justice functions and we're allocating those amounts to juvenile detention and juvenile drug court for those specific purposes.
- Transfer from the Landfill Enterprise fund. The county provides services to the landfill which included payroll, accounts payable, legal services, financial reporting and auditing services; the Enterprise fund reimburses the county for those services provided.

The grand total transferred from the Enterprise fund is \$1,004,418, of that amount \$794,418 goes to the current expense fund, \$175,000 goes to the justice fund which is for the landfill work release program, and \$35,000 is transferred to the parks and recreation fund for maintaining Jubilee Park. This is something that is done on an annual basis and it is tied directly to the amount of budgeted revenue from the landfill. Upon the motion of Commissioner Dale and second by Commissioner White the Board voted unanimously to approve the 2019 operating transfers (see resolution no. 18-192).

EXECUTIVE SESSION – records that are 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 that are exempt from public disclosure and attorney-client communication and 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 9:24 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: Commissioner Dale, Commissioner White via conference call, Deputy P.A. Mike Porter, Chief Deputy P.A. Sam Laugheed and Deputy Clerk Jenen Ross. The Executive Session concluded at 9:34 a.m. with no decision being called for in open session.

Consider approval/denial of a new alcohol license for County Line Wine Co.: Upon the motion of Commissioner Dale and second by Commissioner White the Board voted unanimously to sign the new alcohol license and resolution for County Line Wine Co. (see resolution no. 18-190).

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

CANVASS NOVEMBER 6, 2018 ELECTION RESULTS

The Board met today at 10:01 a.m. to canvass the November 6, 2018 election results. Present were: Commissioner Tom Dale, Commissioner Pam White via conference call, Clerk Chris

Yamamoto, Elections Supervisor Lisa Power, Elections Technician Kylie Marks, PIO Joe Decker, and Deputy Clerk Monica Reeves. Kylie Marks presented the Board with the results for the following: US Representative; Governor; Lieutenant Governor; Secretary of State; State Controller; State Treasurer; Attorney General; Superintendent of Public Instruction; Proposition 1 and Proposition 2 and the voting statistics that show the percentages of registered voters who voted on November 6; Legislative District 9, 10, 11, 12, and 13; three (3) magistrate judges, and the voting statistics; County Commissioner District 1 and District 3; Clerk of the District Court; County Treasurer; County Assessor; County Coroner; College of Western Idaho Trustee for Zone 2 and Zone 4; Canyon Soil Conversation Supervisor position; CWI plant reserve fund levy; the Middleton School district bonds; and the Kuna Rural Fire special tax levy. According to Ms. Marks, all of the totals matched up with her report. Clerk Yamamoto said they have \$250,000 worth of tabulators that have been tested on a consistent and regular basis and have never been wrong. He reported that on Election Day they inadvertently overlooked 37 UOCAVA (The Uniformed and Overseas Citizens Absentee Voting Act) ballots in their box in a locked room. It was a mistake but that was a very hectic day. They had a number of issues including IT problems as well as a problem with their telephone system and it took until 11:30 before IT staff had those issues corrected. The UOCAVA ballots have to be resolved onto a regular ballot and due to the fact they were so busy and had such a high volume of early votes and absentee votes and because they needed to get those absentees opened up and flattened out so they could be fed through the machine, it was decided to leave the UOCAVA ballots until later because they had so much to do and throughout the day they forgot to get back to it. The 37 votes did not impact any election race. The closest election was the CWI levy; the 37 votes raised that count on the affirmative side by 10 votes. Clerk Yamamoto said there will be a recount and CWI has 20 days to apply for that recount after the canvass (today's date), but due to the Thanksgiving holiday he has asked them to hold off until Tuesday of until next week because it will give the Elections staff some options to fit it in at a convenient time. Following the report, Commissioner Dale signed the elections results paperwork provided by staff, and Commissioner White authorized the use of her stamp on the results. The meeting concluded at 10:08 a.m. An audio recording is on file in the Commissioners' Office.

NOVEMBER 2018 TERM

CALDWELL, IDAHO NOVEMBER 19, 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. 11/21/18

The Board of Commissioners approved payment of County claims in the amount of \$6400.36 for accounts payable.

APPROVED CLAIMS ORDER NO. 11/26/18

The Board of Commissioners approved payment of County claims in the amount of \$88,411.19, \$20,895.08, \$126,915.10, \$39,713.37, \$31,163.76, \$19,707.40, \$19,366.09 and \$67,567.00 for accounts payable.

APPROVED CLAIMS ORDER NO. 11/29/18

The Board of Commissioners approved payment of County claims in the amount of \$228.75 for accounts payable.

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 Roxanne Ellen Johns, Sophia Angelina Confalone and Celia R. Asumendi.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Meridian Auto Ranch in the amount of \$30,988.00 for the Fleet department
- BOE in the amount of \$4718.00 for the Court Clerks

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 and Pam White, Deputy P.A. Zach Wesley, Deputy P.A. Mike Porter, Chief Deputy P.A. Sam Laugheed, Jail Captain Darin Ward left at 9:19 a.m., HR Director Sue Baumgart, Fair Director Diana Sinner left at 9:07 a.m., Chief Public Defender Aaron Bazzoli and Deputy Clerk Jenen Ross. The action items were considered as follows:

Consider signing Canyon County Historic Preservation Support award agreement with Caldwell Historical Society: Zach Wesley said this is for the Van Slyke Museum renovations for the Caldwell Historical Society, the grant amount is \$30,870. Upon the motion of Commissioner White and second by Commissioner Dale the Board voted unanimously to sign the Canyon County Historic Preservation Support award agreement with Caldwell Historical Society (see agreement no. 18-195).

Consider signing Romeo Entertainment contract for 2019 Canyon County Fair: Director Sinner said this is a standard agreement that has been signed with Romeo Entertainment for the past 5 years to book the mainstage entertainment for the fair. Zach Wesley said this

agreement comes with the same caveat that the mainstage fair entertainment agreements come with in that there is additional risk that is required by the performers and agents so the county bears more liability in these arrangements than we normally do. This particular agreement has been used for a few years, the only substantial change is that they've required us to increase our committed insurance amount; the county's committed amount under this agreement is now \$3M instead of \$1M as in prior years. Mr. Wesley has reviewed this against the ICRMP coverage and it's within our limits. Upon the motion of Commissioner White and second by Commissioner Dale the Board voted unanimously to sign the Romeo Entertainment contract for the 2019 Canyon County Fair (see agreement no. 18-194).

Consider signing 2017 Pre-Disaster Mitigation Program Sub-awardee agreement: Zach Wesley said this is an agreement with the Idaho Office of Emergency Management; the state transportation department has an agreement for this grant funding thru the federal transportation department. The money is dispersed from the federal government, down to the state and then on to the counties so this is the agreement that complies with that in order to receive those grant funds. This is for the Emergency Management Office and planning that Lt. Schorzman typically works on. This agreement is the acceptance of the award; there are several requirements lined out in the agreement that the county will need to comply with. Commissioner White made a motion to sign the 2017 Pre-disaster Mitigation Program Sub-awardee agreement. The motion was seconded by Commissioner Dale and carried unanimously (see agreement no. 18-193).

Meeting with RFQ recommendation committee - design services for installation/occupancy of secure temporary female housing units to consider accepting recommendation/issue Notice of Intent to negotiate contract: Sam Laugheed spoke about the letter of recommendation that was presented to the Board from the review committee who met on Thursday to review the statements of qualifications. Both firms had similar scores and are qualified to do this work. Although Director Navarro was not able to attend today's meeting he stated he agreed with the recommendation when the review committee met last week. The conclusion is that although both firms could do the work Houston-Bugatsch is slightly above due to being presently licensed in Idaho and having worked with local authorities previously. Captain Ward said that an email was received from Director Navarro's admin letting everyone know that Director Navarro has been in contact with her and authorized the use of his signature stamp on the letter if the Board agrees with the committee's recommendation. Commissioner Dale agrees with the committee's recommendation and believes that going with Houston-Bugatsch would be more expedient at this point, we know the work they do and they are a local firm. Their responsibility will be to sign off on the "as-build" units in order to get occupancy permits from the city. Director Navarro has concerns about the timelines as we are under contract with ADS to begin the install in January and T-O Engineering is presently working on stubs; if we were to go thru an extended process we would be pushing up against the deadline even more. If the Board chooses to accept the recommendation we could move to contract negotiations because at this point we don't know any fees. Commissioner Dale made a motion to accept the recommendation of the review committee and authorize legal to begin the negotiations of the contract. The motion was seconded by Commissioner White and carried unanimously (a copy of the letter is on file with this day's minute entry).

EXECUTIVE SESSION – PERSONNEL MATTER, RECORDS 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 a personnel matter, records exempt from public disclosure and 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 9:20 a.m. pursuant to Idaho Code, Section 74-206(1) (b), (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, Chief Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, Deputy P.A. Zach Wesley, Chief Public Defender Aaron Bazzoli, HR Director Sue Baumgart and Deputy Clerk Jenen Ross. The Executive Session concluded at 9:47 a.m. with no decision being called for in open session.

The meeting concluded at 9:48 a.m. 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 9:54 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 updated the Board on the following items: budget and permits; staff in her office is working on updating the floodplain ordinance; FEMA would like to have the maps adopted by June/July 2019; they are having a hard time finding someone to fill an open planner position so they will probably start looking at recruiting in surrounding states; the Cost of Growth workshop is coming up next month; a joint meeting between the Board and the planning and zoning commission may be planned for January; she has created a worksheet showing how consistent the Board and P&Z have been which she will share with Board at a later time. The meeting concluded at 10:03 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER INDIGENT DECISIONS

The Board met today at 10:04 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale and Pam White, Hearing Manager Kellie George, Customer Service Specialist Robin Sneegas, Director of Indigent Services Yvonne Baker and Deputy Clerk Jenen Ross. The following cases do not meet the eligibility criteria for county assistance: 2019-0026, 2019-0014, 2019-0059, 2019-0120, 2019-0061, 2019-0048 and 2019-0023. Upon the motion of Commissioner White and second by Commissioner Dale the Board voted

unanimously to issue initial denials with written decisions in 30 days. Case no. 2019-121 does meet the criteria for county assistance. Commissioner White made a motion to approve the case with a written decision in 30 days. The motion was seconded by Commissioner Dale and carried unanimously.

Kellie George explained that at the hearing on November 15th there was some confusion about a case number and continuance date. Case no. 2018-1309 was continued to December 13, 2018 per the paperwork, not January 10, 2019 as in the audio record. Commissioner White made an amended motion changing the continuation date of case no. 2018-1309 from January 10, 2019 to December 13, 2018. The motion was seconded by Commissioner Dale and carried unanimously.

Director Baker presented a subordination agreement for the Board's consideration. Case no. 2007-522 is an approved case and the applicant has been making payments although they did file bankruptcy in 2009 at which point the pursuit of payment was ceased. They are now refinancing their home and the lender has requested a subordination agreement, a county lien is always subordinate to a mortgage lien, this is just to provide comfort to the lender. Upon the motion of Commissioner Dale and second by Commissioner White the Board voted unanimously to sign the subordination agreement for case no. 2007-522.

The meeting concluded at 10:08 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 10:36 a.m. for a meeting with the Fleet Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Pam White, Fleet Director Mark Tolman and Deputy Clerk Jenen Ross. Director Tolman updated the Board on the following items: a purchase order was presented to the Board for an F350 transit vehicle for courts and transports, the vehicle currently being used will now be used as a SWAT follow vehicle. They are getting ready for an auction and will sending titles over for signatures. They are continuing to get the equipment winterized. The meeting concluded at 10:40 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 1:33 p.m. with the Administrative District Judge and Trial Court Administrator to discuss general issues. Present were: Commissioners Tom Dale and Pam White, Judge Susan Wiebe and Deputy Clerk Jenen Ross. The discussion items were as follows: The two magistrate judge positions have been filled with a couple of retirements coming up in the next year. Two clerks recently brought some concerns to Judge Wiebe's

attention and it appears what they really need is two additional clerk positions to catch up with some of the district court items. She believes they are going to work with Clerk Yamamoto on this before it comes to the Board. Commissioner Dale asked about the transition with the magistrate secretaries. Ms. Wiebe said she hasn't noticed anything and no one has said anything so she believes it seems to be working out okay. Commissioner White asked about charging stations closer to the courtrooms and asked Judge Wiebe to check in with court staff to see if that would be more helpful or hurtful. The meeting concluded at 1:45 p.m. An audio recording is on file in the Commissioners' Office.

NOVEMBER 2018 TERM

CALDWELL, IDAHO NOVEMBER 20, 2018

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

No meetings were conducted today.

NOVEMBER 2018 TERM

CALDWELL, IDAHO NOVEMBER 21, 2018

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

No meetings were conducted today.

NOVEMBER 2018 TERM

CALDWELL, IDAHO NOVEMBER 26, 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):

- Das-Co in the amount of \$3350.00 for the Facilities department

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for O'Michael's Pub & Grill to be used 12/15/18 for a holiday party.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for O'Michael's Pub & Grill to be used 12/15/18 for a wedding.

APPROVED CLAIMS ORDER NO. 1904

The Board of Commissioners approved payment of County claims in the amount of \$1,701,877.02 for a County payroll.

APPROVED CLAIMS ORDER NO. 12/10/18

The Board of Commissioners approved payment of County claims in the amount of \$40,468.33 for accounts payable.

MEETING WITH COUNTY ATTORNEYS FOR LEGAL STAFF UPDATE AND OPEN QUALIFICATION STATEMENTS FOR THE CANYON COUNTY FAIR EXPO BUILDING RFQ

The Board met today at 9:02 a.m. with county attorneys for a legal staff update and to open qualification statements for the Canyon County Fair Expo Building RFQ. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley and Deputy Clerk Jenen Ross.

Open Qualification Statements for the Canyon County Fair Expo Building RFQ: The following submissions were received:

McAlvain Design Build, Inc.

Received: November 26, 2018 at 8:02 a.m.

ESI

Received: November 21, 2018 at 11:15 a.m.

Wright Brothers

Received: November 20, 2018 at 8:13 a.m.

Zach Wesley said Director Navarro and Director Sinner will form a committee to review the submissions and then will come back to the Board with a recommendation.

There were no items for discussion at the legal staff update. The meeting concluded at 9:07 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 1:30 p.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, Juvenile Detention Deputy Administrator Sean Brown, Juvenile Detention Officer Lisa Tellez and Deputy Clerk Jenen Ross. Director Jett is out of the office today so Mr. Brown updated the Board on the following items: they currently have 30 kids in custody which is about average; three staff members are attending juvenile POST right now; Craig Olson has applied for a grant for the garden to be able to replace some of the raised beds; they've had the first person take and pass the GED test with 3 others waiting; their washing machine was down for about two weeks but the jail was kind enough to help with the juvenile laundry during that time; one person has given notice and they are in the process of hiring someone from their part-time staff. Ms. Tellez recently received an Intermediate Certificate along with three other employees. The meeting concluded at 1:40 p.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH DIRECTORS OF JUVENILE PROBATION AND MISDEMEANOR PROBATION TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION AND TO CONSIDER SIGNING THE JUVENILE JUSTICE ANNUAL FINANCIAL REPORT FOR OCTOBER 1, 2017 THRU SEPTEMBER 30, 2018

The Board met today at 1:47 p.m. with the Directors of Juvenile Probation and Misdemeanor Probation to discuss general issues, set policy and give direction and to consider signing the Juvenile Justice Annual Financial report for October 1, 2017 thru September 30, 2018. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Director of Misdemeanor Probation Jeff Breach, Chief Juvenile Probation Officer Elda Catalano and Deputy Clerk Jenen Ross.

Ms. Catalano reviewed her annual report with the Board regarding the workload and the types of cases they handle. In total they supervised 190 cases in the diversion program which are cases that were not filed in the court system but referred to probation for supervision; out of those cases less than 15% reoffended. A little over 400 kids were supervised on probation. Juvenile Prosecutors filed 825 petitions for kids in the system and of those 201 were probation violations. In regards to the recidivism rate, for the last 8 years they have been hovering at 30%. A little over \$61K was collected in restitution which is an increase from years past. 156 kids completed some kind of community service with 4278 total hours being completed.

Director Breach updated the Board on the following items: they are continuing to work on the cost of supervision issue within Odyssey; nobody realized that it was assessing charges multiple times so they have been in a clean-up process in order to get balances corrected. Case load numbers have been steadily increasing. There have been some changes to the Interstate Compact rules; Director Breach explained to the Board how this rule works and about the new requirements.

Consider signing the Juvenile Justice Annual Financial Report for October 1, 2017 thru September 30, 2018: Commissioner Rule made a motion to authorize the chairman to sign the report. The motion was seconded by Commissioner White and carried unanimously. After the Board went off the record it was decided that there needed to be further discussion as to how the monies should be used so the Board went back on the record at 2:10 p.m. Ms. Catalano said that the Department of Juvenile Corrections provides funding thru different sources, one being the lottery. Last year there was an excess of \$80K that we received and if the county wants to keep it the second page of the report requires a detailed outline of how the money will be allocated. The money can be used for any improvements in the juvenile justice system. Director Jett is in need of having the laundry room remodeled in the juvenile detention center along with some additional items that would add up to approximately \$20,000. This year Ms. Catalano requested that they add the part-time position as a full-time position and would like to use these funds for that purpose so that position would not be funded by property taxes. In summary, this \$80,000 would go to pay the full-time position and to fund the detention center project. Commissioner Rule asked if these descriptions need to be included in the report which Ms. Catalano confirmed they do. Commissioner Rule directed Ms. Catalano to get all of this in writing and then bring it back to be affirmed and attached to the report. Commissioner White seconded the direction. This report will come back before the Board at a later date. The meeting concluded at 2:13 p.m. There are two recordings on file in the Commissioners' Office.

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

The Board met today at 2:18 p.m. with the Parks Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Parks Director Nicki Schwend and Deputy Clerk Jenen Ross. Director Schwend updated the Board on the following items: The Flight Path Exhibit at Crossroads Museum opened in October and will run thru January; they are working with the Return of the Boise Valley People to create a display to run thru fieldtrip season. The Nampa Public Library has asked for a letter in support of their effort to get the travelling Smithsonian exhibit 'Crossroads: Change in Rural America exhibit'. The regular field trip season ended with a trip to the newly opened Idaho State Historical Museum for the Interpretive Specialists; several Interpretive Specialists are set for weekend hours thru the winter. Lori Berry will continue to work part-time as a camp host and park technician thru the winter. Winter Desert Ecology fieldtrips will be happening again this winter. Park techs are working on painting at the Celebration Park Visitor Center, blowing out sprinklers and generally getting things winterized. The Historic Preservation

Commission has been making its way around to the different organizations. Director Schwend has submitted for the range technical team advisor for the gun range but hasn't heard anything; she spoke with Steve Freeland from the NRA who made a phone call but she still hasn't heard anything so she will reach out again tomorrow. A visit was made to the Upper Dam fishing dock to discuss the rehabilitation project and the Idaho State Parks Cutthroat Grant application. There was great turnout for the Idaho-Oregon Snake River Water Trail Steering committee kickoff meeting on November 16th. The annual SWID RC&D meeting will be held on December 4th at the Crossroads Museum. Ms. Schwend was asked by SWID RC&D to apply for a representative position on the National RC&D Board of Directors which she has done and is awaiting the decision. State Historic Preservation grant applications are due by December 31st. Director Schwend said she spoke with Amanda Hoffman at the BLM regarding the Celebration Park Travel Management Plan and how she is a little worried because they have a strict stance on not closing anything. She let Ms. Schwend know that it may require a Commissioner calling someone or even a state representative who could call to lend support letting them know that we want to see this happen and to see these improvements. Commissioner Rule doesn't think it makes a lot of sense to go to state legislators as this doesn't really involve the state at all since its federal land in Canyon County. Ms. Hoffman told Ms. Schwend she would be willing to meet with the Board as she would really like to see this move forward also. At this point a letter of support has been received from the state parks and some of the people higher up in the agency are aware of Celebration Park and are going to be supportive. Commissioner Dale said that if we need to go higher up he'd prefer to go to the Governor, not the legislators; Commissioner Rule agreed with this line of thinking. There have been rumors of an outside organization attempting to create interpretive signage for Map Rock. Ms. Schwend has several concerns about this in regards to protection of the rock, ownership of the land around where the rock is located and respect to tribes in the area. The feeling she gets is that people really seem to want an interpretation of the rock but she is very hesitant to do that. Deer Flat National Wildlife Refuge has really had no movement on the tree issue. Rodney Tuttle regularly checks in with them and documents the status. At best, they have two problem trees that they say they will have cut down by April. The meeting concluded at 3:02 p.m. An audio recording is on file in the Commissioners' Office.

NOVEMBER 2018 TERM
CALDWELL, IDAHO NOVEMBER 27, 2018

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

APPROVED CLAIMS ORDER NO. 12/10/18

The Board of Commissioners approved payment of County claims in the amount of \$305,526.37 and \$47,018.30 for accounts payable.

MEETING WITH PUBLIC DEFENDER TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION AND CONSIDER SIGNING A RESOLUTION TO ADOPT A CHANGE TO THE TITLE, JOB DESCRIPTION, AND FLSA TO ONE (1) POSITION IN THE PUBLIC DEFENDER'S DEPARTMENT

The Board met today at 1:30 p.m. with the Public Defender to discuss general issues, set policy and give direction and to consider signing a resolution to adopt a change to the title, job description, and FLSA of one (1) position in the Public Defender's Department. Present were: Commissioners Pam White and Steve Rule, Chief Public Defender Aaron Bazzoli, HR Generalist Demi Etheridge left at 1:40 p.m. and Deputy Clerk Jenen Ross. Mr. Bazzoli explained that they've had an IT type position in their office for a while that has been filled by various people. The last person to fill the position left in September and they started the hiring process but weren't getting a lot of qualified candidates. Director Rast has indicated that with a new position he is planning to hire he would be willing to have that person dedicated to the PD's department 40% of the time. This would allow for an open PCN in the PD's department that Mr. Bazzoli would like to change from a Database Management Administrator to a Paralegal position which he believes would give him a greater pool of candidates to choose from. This resolution would not change any budget it is just a change to the title, job description and FLSA. Upon the motion of Commissioner Rule and second by Commissioner White the Board voted unanimously to sign the resolution to adopt a change to the title, job description and FLSA of one position in the Public Defender's department (see resolution no. 18-193).

Mr. Bazzoli continued with his monthly meeting updating the Board on the following items: review of FY2019 budget numbers, monthly case type count, clearance rates, numbers by case types, active cases by type, monthly case type count, and summary of clearance rates. Commissioner Rule asked Mr. Bazzoli why there is a deficit owed by the Capital Crimes Defense fund for the Cabrera case; he will speak with Controller Wagoner to gather additional information for the Board. The meeting concluded at 2:05 p.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 2:05 p.m. with the Solid Waste Director to discuss general issues, set policy and give direction. Present were: Commissioners Pam White and Steve Rule, Landfill Director David Loper and Deputy Clerk Jenen Ross. Director Loper updated the Board on the following items: Waste amounts were up 20.97% for October, FY2018 was up 12% with 293,553 tons of waste collected in FY2018. The first quarterly Household Hazardous Waste event will be in December at the Idaho Center. A letter that was sent to DEQ in regards to the expansion plan was also sent out and he'd be happy to answer any questions. At this point they are trying to prove that there's no leachate, that it's probably landfill gas and that they've probably created the conduit for the gas to get to the groundwater. They are hoping to abandon that particular well and drill a new well and show that there isn't an impact to groundwater. Implementation of the January 1st fee schedule is on track; the resolution has

been complied with and notifications have been sent out. The credit card vendor used at the Landfill has increased their fee and as a result the fee charged to customers will need to be increased as well; the rate will go from \$.50 to \$1.00 per transaction which is really just a pass-thru cost, there will be no revenue from the increased fee. Director Loper will speak with Controller Wagoner to make sure he is comfortable with the new fee and sometime in the near future will be bringing a resolution before the Board. Phase 1 of the seeding has been completed. The operation plan recertification expired on November 26th but the health department provided a letter stating that the current plan is certified and approved. The plan was submitted in early October it just takes the agencies a while to provide comment; he hopes to receive the comment letter this week. They have been working on a contract for the third party consultant, Tetra Tech, in order to stop bringing change orders to the Board. Director Loper is looking to possibly budget for a tarp system, it is something that he may include in his budget for FY2020. He believes this is something that could help reduce the amount of cover dirt needed and will save time each night at closing. The meeting concluded at 2:34 p.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH PUBLIC INFORMATION OFFICER TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION

The Board met today at 2:34 p.m. with the Public Information Officer to discuss general issues, set policy and give direction. Present were: Commissioners Pam White and Steve Rule, PIO Joe Decker and Deputy Clerk Jenen Ross. Mr. Decker updated the Board on the following items: Dan Pugmire has been in contact with Commissioner Dale regarding parking for Purple Heart Veterans. Mr. Decker has reached out to Ned Barker who is the Commander of the Military Order of the Purple Heart who provided him with a letter and sample proclamation to designate Canyon County a "Purple Heart" county; once the proclamation is signed the county will be provided signs to note the recognition. Mr. Decker understands that Jim Cornwell from the PA's Office is working on a resolution for designating Purple Heart parking. Commissioner Rule has seen at some places there are shared Purple Heart and handicap parking spots and thinks that might be something worth investigating before more general parking spots are taken away. Commissioner White has no issue with this and both Commissioners White and Rule are in favor of the recognition and signage. A meeting is planned for December 7th to sign the proclamation. The election recount will start tomorrow and should take a couple of days. Commissioner Rule is scheduled to be on KBOI in December. The meeting concluded at 2:42 p.m. An audio recording is on file in the Commissioners' Office.

NOVEMBER 2018 TERM CALDWELL, IDAHO NOVEMBER 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):

- Hess Construction in the amount of \$11,105.00 for the Facilities department

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Raising Our Bar to be used 3/9/19 for a wedding.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Raising Our Bar to be used 2/16/19 for a wedding.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Raising Our Bar to be used 1/19/19 for a wedding.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Raising Our Bar to be used 12/30/18 for a wedding.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Raising Our Bar to be used 12/29/18 for a wedding.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Raising Our Bar to be used 12/4/18 for a conference.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Raising Our Bar to be used 12/7/18 and 12/8/18 for a holiday boutique.

APPROVED CLAIMS ORDER NO. 12/10/18

The Board of Commissioners approved payment of County claims in the amount of \$50,619.06, \$59,915.12 and \$56,940.02 for accounts payable.

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

The Board met today at 8:32 a.m. for a meeting with the Directors of Facilities and Information Technology to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Assistant Director of Information Technology Eric Jensen and Deputy Clerk Jenen Ross. Both Directors Navarro and Rast are out of the office today but Mr. Jensen provided the following update to the Board: They are continuing to move forward with OnBase for the BOCC in moving scanned documents over to OnBase. They will work with the Records' office for documents before 1998 back to 1892. Right now they are working on documents from 1998 forward. IT staff is working with both the Sheriff's and Assessor's Offices in getting their documents scanned. The Database Administrator position is still vacant but they are still actively looking to fill the position. Director Rast is working closely with the Public Defender's office and the person that is hired for the position will not only be working as a Database Administrator but as a JustWare Administrator for the PD's office. Commissioner Rule asked if this new position did or did not create a new PCN and if it was approved in the budget. Mr. Jensen said it did not create a new PCN because it was a position that had already been approved and made its way thru the proper channels. A meeting will be scheduled sometime in the future to discuss a storage purchase. Director Rast is working with legal to develop a strategy for [electronic] storage and will then be presenting it to the Board. They are looking at getting rid of the higher cost storage, which is an IBM solution, and using one that is less money and can be upgraded as part of the cost. Commissioner Rule confirmed with Mr. Jensen that this is on-site storage and not cloud based. The county multifunction contract for the printer/copiers was awarded in 2016 but they are looking to go back out to market in 2019/2020 to ensure that we're getting competitive rates, it will also ensure we're paying a fair market value for printing and handling of the equipment. The meeting concluded at 8:40 a.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH COUNTY ATTORNEYS FOR A LEGAL STAFF UPDATE AND CONSIDER ENTERING INTO AGREEMENT FOR RELIABLE CONTROLS FOR HVAC CONTROL SYSTEM FOR USE AT THE CANYON COUNTY COURTHOUSE AND DALE HAILE DETENTION CENTER

The Board met today at 9:02 a.m. with county attorneys for a legal staff update and to consider entering into an agreement for Reliable Controls for HVAC control system for use

at the Canyon County Courthouse and Dale Haile Detention Center. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy P.A. Sam Laugheed and Deputy Clerk Jenen Ross.

Consider entering into agreement for Reliable Controls for HVAC control system for use at the Canyon County Courthouse and Dale Haile detention center: Mr. Laugheed said this is a project he and Director Navarro have been working on. A notice of sole source procurement was signed on November 8th and published on November 13th. The reason for sole source is primarily for compatibility with existing infrastructure. When the Admin building was built the contractor used these Reliable Controls for the HVAC system and they have served the county needs well. We would now like to install these controls, provided by Northwest Service Tech., in several locations including the courthouse and the Dale Haile detention center. The total sum approaches \$250K. No written comment has been received in regard to the sole source nor is anyone in attendance today to offer comment. Director Navarro has budgeted for this project to retrofit in order to make all the systems work together. The contract meets all requirements and expectations. In the end there will be an energy savings in that the systems will be able to be adjusted during times offices are closed. Upon the motion of Commissioner White and second by Commissioner Rule the Board voted unanimously to sign the agreement for Reliable Controls for HVAC control system for use at the Canyon County Courthouse and Dale Haile detention center (see agreement no. 18-196). As part of the legal staff update a discussion was had about a suggestion for a local person to help with the coordination for educational outreach and to work as a project coordinator for a jail bond. Commissioner White spoke about Rosemary Curtin who she has worked with on several different large projects. She spoke about how Ms. Curtin is very good with citizen advisory boards, putting together the message and taking feedback from the citizens. Commissioner White said she is well trusted and a local person. Additionally, she would like to have a face to this particular project. Commissioner Rule feels this is the kind of thing that needs and RFQ or RFP and that it's not appropriate for the Board to just hand-pick someone. Commissioner Dale has concerns that a project coordinator and a community outreach coordinator would play two different roles. Mr. Laugheed explained he feels this project needs a strong proponent at this point to keep it moving forward. It is possible that the outreach contractor could be the overall coordinator. One thing that could be done is to have a more direct targeted meeting with the stakeholders to evaluate what they envision. Mr. Laugheed said the RFP/RFQ process is certainly an option but not required for a personal services contract like this. It's really a decision of what the Board thinks is in the best business interest and interest of the county; legally we could contract with a personal service provider without notice or additional process. Commissioner White said she has met with Ms. Curtin and received a scope of work from her on a project she recently worked on that could be tailored to something the county could use. When she spoke with Ms. Curtin they didn't speak about any dollar amounts but if it's decided to go this direction Commissioner White would like to give whoever is chosen a specific dollar amount and have their scope of work fall within that budget. Mr. Laugheed said that one advantage to doing a solicitation of interest is that we can ask these people, who are experts in their field, to draft a scope of work for us; where there are several different ideas of what could be used it could help narrow down if there is one entity or person that could do everything or are there different ones. If the Board already has people in mind due to past experiences then that is an option

too. Whoever is brought in as a consultant would need to work closely with the Sheriff. Commissioner White stated for the record that in the interest of transparency she has no issue doing this thru an RFP/RFQ process. Mr. Laugheed said that since a personal services contract doesn't require an RFP/RFQ process there is no statutory timeframe. Mr. Laugheed will draft a solicitation for the Board's consideration and work with staff to coordinate a meeting. In conversations with bond counsel it was thought that laying out a timeline would be helpful and either bond counsel or the representative from Zions Bank could help with that. The meeting concluded at 9:27 a.m. An audio recording is on file in the Commissioners' Office.

FILE IN MINUTES

The Board filed the Sheriff's Office report of uncollectible delinquent personal property taxes for 2017 in today's minutes.

MEETING WITH MOSQUITO ABATEMENT DISTRICT TO DISCUSS YEAR-END REPORT FOR 2018

The Board met today at 1:31 p.m. with the Mosquito Abatement District to discuss the year-end report for 2018. Present were: Commissioners Tom Dale, Pam White and Steve Rule, District Director Ed Burnett, Assistant Director Julie Monroe, and Deputy Clerk Monica Reeves. Ed Burnett informed the Board that he is going to retire next December, 2019, and Julie Monroe will take his place. Director Burnett reviewed the report, a copy of which is on file with this day's minute entry. The report included operational highlights and statistical data. He noted challenges the abatement district has faced with the expense of complying with the Clean Water Act, as well as efforts to keep up with the urban area growth which has made property inspections much more labor intensive and so they have started an inspection program and have hired inspectors to verify mosquito issues. He reported on the excellent working relationship the district has with the Deer Flat National Wildlife Refuge. The report was provided for the Board's information but did not require any action on its part. The Board thanked Director Burnett for the years of dedicated service he has provided. The meeting concluded at 2:05 p.m. An audio recording is on file in the Commissioners' Office.

NOVEMBER 2018 TERM

CALDWELL, IDAHO NOVEMBER 29, 2018

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

APPROVED CLAIMS ORDER NO. 12/10/18

The Board of Commissioners approved payment of County claims in the amount of \$161,798.96 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Johnstone Supply in the amount of \$2071.04 for the Facilities department
- Zotto Corp. in the amount of \$1319.00 for the Information Technology department
- Hyland Software, Inc. in the amount of \$4563.00 for the Information Technology department

CONSIDER INDIGENT DECISIONS

The Board met today at 8:49 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Dan Blocksom, Deputy P.A. Jim Cornwell, Indigent Services Director Yvonne Baker, Customer Service Specialist Robin Sneegas, Case Manager Jenniffer Odom-Mann and Deputy Clerk Jenen Ross. The following cases do not meet the eligibility criteria for county assistance: 2019-0079, 2019-0044, 2019-0077, 2019-0060, 2019-0056, 2019-0078, 2019-0133, 2019-0046, 2019-0031, 2019-0083, 2019-0058, 2019-0072, 2019-0157, 2019-0055, 2019-0085 and 2019-0070. Upon the motion of Commissioner White and second by Commissioner Rule the Board voted unanimously to deny the cases as read into the record with written decisions to be issued within 30 days.

Director Baker spoke about a request by the applicant on case no 2009-447, they are requesting removal or reduction of their lien that was approved in 2010. The applicant currently resides in California but owns a home in Nampa that he would like to sell. There is approximately \$28K in repairs that need to be done to the house in order to get it to a saleable condition. The assessed value is \$146,500 with \$64K still owing on the loan making the equity about \$82K; after repairs there would be a net equity of \$54K. There is \$47K owing on the medical indigency debt. Director Baker does not believe this is a hardship and the request should be denied. Commissioner Dale believes he has the means to satisfy the debt. Commissioner White concurs with Director Baker and made a motion to deny the request for removal or reduction of the lien. The motion was seconded by Commissioner Rule and carried unanimously.

The meeting concluded at 8:56 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2018-1266

The Board met today at 9:02 a.m. to conduct a medical indigency hearing for case no. 2018-1266. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Dan Blocksom, Deputy P.A. Jim Cornwell, Hearing Manager Kellie George, Case Manager Jenniffer Odom-Mann, Julie Wood for St. Alphonsus, the applicant and Deputy Clerk Jenen Ross. Upon the motion of Commissioner Rule and second by Commissioner Dale 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. 2018-1416

The Board met today at 9:17 a.m. to conduct a medical indigency hearing for case no. 2018-1416. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Dan Blocksom, Deputy P.A. Jim Cornwell, Hearing Manager Kellie George, Case Manager Jenniffer Odom-Mann, Attorney Mark Peterson for West Valley Medical Center, Andrew Lacayo for West Valley Medical Center, 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. The hearing concluded at 9:36 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2018-1289

The Board met today at 9:43 a.m. to conduct a medical indigency hearing for case no. 2018-1289. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Dan Blocksom, Deputy P.A. Jim Cornwell, Hearing Manager Kellie George, Case Manager Jenniffer Odom-Mann, Ashley Hesteness for St. Luke's, Attorney Mark Peterson for St. Luke's, the applicant and his mother and Deputy Clerk Jenen Ross. Commissioner Rule made a motion to approve the case. The motion was seconded by Commissioner Dale. The motion carried in a 2-to-1 split vote with Commissioner White opposing the motion. The hearing concluded at 10:00 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2018-1299

The Board met today at 10:02 a.m. to conduct a medical indigency hearing for case no. 2018-1299. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Dan Blocksom, Deputy P.A. Jim Cornwell, Hearing Manager Kellie George, Case Manager Jenniffer Odom-Mann, 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 January 24, 2019. The hearing concluded at 10:11 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER INDIGENT MATTERS

The Board met today at 10:12 a.m. to consider indigent matters. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Hearing Manager Kellie George, Case Manager Jenniffer Odom-Mann and Deputy Clerk Jenen Ross. Neither the hospital nor the applicant appeared on the following cases: 2018-1264, 2018-1269, 2018-1323, 2018-1292, 2018-1324, 2018-1255, 2018-1207, 2018-1282, 2018-1263 and 2018-1320. Commissioner White made a motion to issue final denials with written decisions within 30 days on the cases as read into the record. 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 continue case no. 2018-1332 to December 27, 2018. The meeting concluded at 10:15 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE AND CONSIDER SIGNING PROFESSIONAL SERVICES AGREEMENT WITH TETRA TECH INC. FOR PICKLES BUTTE LANDFILL CONSULTING ENGINEERS

The Board met today at 10:19 a.m. for legal staff update and consider signing the professional services agreement with Tetra Tech, Inc., for Pickles Butte Landfill consulting engineers. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Brad Goodsell, Solid Waste Director David Loper, and Deputy Clerk Monica Reeves. Mr. Goodsell said over the last few years the landfill has been using Tetra Tech to perform professional engineering services pursuant to a contract from April of 2015 and since then we've had numerous change orders. This is an amendment contract and it's similar to the previous contract in that they have to provide estimates for various projects and they have to get Director Loper's approval before performing those projects. They will no longer have to come back to the Board for change orders on a regular basis. Director Loper said Exhibit A specifically outlines the services they will perform for FY2019 and it gives the County the option to continue with further projects as they come up. It's likely the exhibit will be revised every fiscal year so we know what they're going to do for that year and so he can budget accordingly. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to approve the contract with Tetra Tech. Director Loper left at 10:23 a.m. (See Agreement No. 18-197.) As part of the legal staff update, Mr. Goodsell spoke of the letter he prepared in regards to a proposed resolution granting a property tax exemption for NXedge which will be considered on December 19. The letter will be sent to taxing districts giving them notice of the meeting, a copy of which is on file with this day's minute entry. The meeting concluded at 10:25 a.m. An audio recording is on file in the Commissioners' Office.

NOVEMBER 2018 TERM
CALDWELL, IDAHO NOVEMBER 30, 2018

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

No meetings were conducted today.

THE MINUTES OF THE FISCAL TERM OF NOVEMBER 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.

DATED this 14th day of February, 2019

CANYON COUNTY BOARD OF COMMISSIONERS

Commissioner Tom Dale

Commissioner Pam White

ATTEST: Chris Yamamoto, Clerk

By: J. Ross, Deputy Clerk