

MARCH 2022 TERM

CALDWELL, IDAHO     MARCH 1, 2022

PRESENT:     Commissioner Keri K. Smith, Chair  
                 Commissioner Leslie Van Beek, Vice Chairman  
                 Commissioner Pam White - **OUT**  
                 Deputy Clerks Monica Reeves/Jenen Ross

APPROVED EMPLOYEE STATUS CHANGE FORM

- The Board approved an employee status change form for Mary Banford, Clerk I; Chasity Lambrecht, Clerk I (underfill II); Nicole Bevelin, Clerk II; Madelyn Vander Venn, Planning Tech

APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- BOE in the amount of \$1280.00 for Information Technology Department
- Boise Appliance in the amount of \$6540.06 for Facilities Department
- Acme Tools in the amount of \$1334.99 for Facilities Department

APPROVED JANUARY 2022 TERM COMMISSIONER PROCEEDINGS AND SYNOPSIS

The Minutes of the Fiscal Term of January 2022 were read and approved and found to be a proper record of the proceedings of the Board of Commissioners of Canyon County, Idaho. Also approved was the synopsis for publication. Minutes of the Board of Canyon County Commissioners' meetings are on file in the Commissioners' Office and may be viewed upon request.

SIGN SCHEDULES FOR MASTER AGREEMENT FOR LICENSED SOFTWARE, HARDWARE, AND SERVICES WITH MANATRON, INC.

Today the Board signed, as a ministerial matter, the schedules for master agreement for licensed software, hardware, and services with Manatron, Inc., (Aumentum Technologies). On February 24, 2022 Commissioners Leslie Van Beek and Pam White met with Assessor Stender to discuss the upgrade for public access and at the conclusion of the meeting the Board gave its approval of the agreement as described with the understand that once a final document was ready the Board would sign the document. (Agreement No. 22-017.)

DETAILED MINUTES TO COME AT A LATER TIME

Action Item: Consider new alcoholic beverage license for Las Tias LLC dba Tin Roof Tacos

DETAILED MINUTES TO COME AT A LATER TIME

Meeting with county attorneys for legal staff update and action items:

Action Item: Consider signing standby preventative maintenance agreement with Western States Power Systems

Action Item: Consider signing staging agreement with Idaho Department of Juvenile Corrections

DETAILED MINUTES TO COME AT A LATER TIME

Weekly meeting with Public Information Officer to discuss general issues, set policy and give direction

DETAILED MINUTES TO COME AT A LATER TIME

Monthly meeting with Fleet Director to discuss general issues, set policy and give direction

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

The Board met today at 11:03 a.m. with the Director of Development Services to discuss general issues, set policy and give direction. Present were: Commissioners Keri Smith, Leslie Van Beek, Director of Development Services Steve Fultz, Civil Attorney Zach Wesley, Planning Official Dan Lister, Planner III Elizabeth Allen and Sr. Administrative Specialist Terri Salisbury. Mr. Wesley requested they go into executive session with the Board to discuss the date of originality ordinance. Commissioner Smith wanted to verify that due to the upcoming hearing if the Board can go in Executive Session on the matter. Mr. Wesley stated that due to the County being the applicant it would be appropriate.

EXECUTIVE SESSION – ~~PERSONNEL MATTERS, ACQUISITIONS OF INTEREST IN REAL PROPERTY AND RECORDS THAT ARE EXEMPT FROM PUBLIC DISCLOSURE~~

Commissioner Van Beek made a motion to go into Executive Session at 11:06 a.m. pursuant to Idaho Code, Section 74-206(1) (d) and (f) regarding records that are exempt from public disclosure and to communicate with legal counsel regarding pending/imminently likely litigation. The motion was seconded by Commissioner Smith. A roll call vote was taken on the motion with Commissioners Van Beek and Smith voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Keri Smith, Leslie Van Beek, Director of Development Services Steve Fultz, Deputy PA Zach Wesley, Planning Official Dan Lister and Planner III Elizabeth Allen. The Executive Session concluded at 12:04 p.m. with no decision being called for in open session.

At the conclusion of the executive session Director Fultz updated the Board on the following:

- Director Fultz sent an email to the Board on his draft urban renewal information and would like feedback from the Board when they get a minute
- Commissioner Smith would like to know if Director Fultz is ready to move forward with the P&Z Commissioners. Director Fultz would like to discuss the two candidates next week.

The meeting concluded at 12:07 p.m. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

### MONTHLY ELECTED OFFICIALS' MEETING

The Board met today at 1:34 p.m. for a monthly elected officials' meeting. Present were: Commissioners Keri Smith and Leslie Van Beek, Commissioner Pam White participated via conference call, Clerk Chris Yamamoto, Prosecutor Bryan Taylor, Assessor Brian Stender, Treasurer Tracie Lloyd, Chief Deputy Sheriff Marv Dashiell, PIO Joe Decker, Dolores Waite, and Deputy Clerk Monica Reeves. Facilities Director Rick Britton arrived at 1:42 p.m. Topics of discussion included the following:

#### **Miscellaneous**

Clerk Yamamoto referenced the Russian invasion of Ukraine and said all Americans need to take note of what a communist dictatorship looks like and how true patriots respond to that. What the Ukrainians are doing is truly amazing and it's a great reminder of why we have the Second Amendment in the U.S.

#### **Personnel and compensation**

Commissioner Smith spoke of how there is a competitive engineering position available but DSD has not been able to get anyone to apply for it. She also talked about how we need to do something for employee retention. It's a tough market right now and she wanted to have a conversation to see where the other elected officials are at. Prosecutor Taylor said in looking at what other businesses and sectors are doing we should probably do some re-evaluation. We have the necessary funds and we wouldn't have to reopen the budget to take care of the employees. Commissioner Smith said ARPA funds allow for bonuses, per se, for people who have worked through the pandemic and she asked for thoughts on a bonus vs. pay increase. We don't know what the economy is going to bring so she has hesitancy about doing something permanent at that this point. Commissioner Van Beek supports that and said we have fund balance but if we use it for long term expenses we need a revenue source that will support those salary increases. We don't have an HR Director who would be able to evaluate salaries and what that should look like. In looking at what other counties did, Canyon County was the highest on the COLA increases of anybody she spoke to. She doesn't know that anyone in this group has the expertise to evaluate salaries at a level that a qualified risk manager and HR Director would be able to. She said there are other factors that play into retention other than just the wages.

### **Parking/Striping along streets surrounding the courthouse**

Due to pedestrian safety concerns, Facilities Director Rick Britton has reached out to the City of Caldwell regarding his request to paint parking stalls along the streets (Albany Street down 12<sup>th</sup> Avenue and 11<sup>th</sup> Avenue) and put a 20-foot buffer from every crosswalk to help regulate where people park. He estimates we will lose 10 parking spots. There was discussion about having parking spaces in front of the administration building to better serve the elderly citizens who come to the Assessor's Office. Assessor Stender suggested the parking lot on the back side of the administration building be designated for customer parking with signs for 15-minute or 30-minute parking. Director Britton likes the idea. There was consensus that the nearby parking lot will be left for customers/citizens. Employees need to use the designated employee parking lots.

### **Facility growth plans and expansion**

Director Britton has looked at options to accommodate the campus growth for the next 10 years and he has met with Architect Rich Bugatsch to get rough numbers and preliminary designs to explore options. On a rough scale they came up with a 137,500 square foot design that includes a parking garage and four floors. Each floor would have 27,500-28,000 square feet. The structure would be built on the 12<sup>th</sup> Avenue and Albany Street parking lot. In order to keep the costs down he proposes using in-house staff to do the interior work. The build-out price, not including the permits, is between \$20.9M and \$24M. Design permits would add an extra \$1 million. He thinks we could save \$5M-\$6M by doing the interior work in-house. It was asked if ARPA funds could be used for the project and Clerk Yamamoto said he believes they can be used. Prosecutor Taylor said we should first figure out the funding mechanism and whether we have the funds in our budget to do this. Do we have \$30M in ARPA funds and other County revenue streams for this one-time cost? If that's the direction the Board decides to go then his office will assist with an RFP. Commissioner Smith agrees. Commissioner Van Beek asked how soon those funding sources would be available for the elected body to review? Clerk Yamamoto said the funding could happen in a hurry, but there are several hoops to jump through. The group had previously acknowledged additional space is needed so the next step will be to work with the Clerk and Controller. Clerk Yamamoto said beyond the costs he wants to look at who is being housed in the new building and determine what the specific needs are. Director Britton wants to look at getting rid of the old jail annex, recognizing we would have to find a place for laundry and arraignments. He would like the Sheriff's Office to be housed in the new building, and to move dispatch to a new call center, putting the generator in the new building, which would open space for courtrooms or IT, for example, and it gives him options to look at down the road to tearing out the old jail annex. There are a lot of power needs in the annex so there will be engineering and architectural work involved. The dispatch call center is his main concern. Commissioner Smith said it goes back to looking at our campus needs and the annex cannot stay there – empty - forever. Chief Dashiell said the dispatch center is designed to take on future growth; there are 10 stations in the center and on average they have 4 active stations. There are a lot of moving parts involved with moving a dispatch center with the backup generators and equipment, patches to the tower, etc. We don't have a standup backup center and timing could be an issue, and it could be a good time to look at updating equipment. The existing consoles are only three years old so we are not in a position to buy new ones. Commissioner Smith asked about the need for space in courtrooms and moving the Sheriff's Office out of this building and using it fully as a courthouse and then moving all administrative

functions outside of this building? Director Britton said the courts have been behind on jury trials and once they fully open the courthouse will be really busy/hectic. He doesn't know if we have the space for more judges. Clerk Yamamoto said we have enough courtrooms, what we are lacking is office space for personnel. When court opens up the parking lot will be overflowing. Director Britton wants to talk about buying surrounding properties for parking lots. Commissioner Van Beek asked if he has done a cost analysis between having facilities staff do tenant improvements and having a contractor do it? Director Britton his numbers and ideas are preliminary and if the Board agrees he will meet with the Clerk and figure out the funding and then meet with the elected officials and talk about the need and determine who should be moved. Commissioner Van Beek said if that becomes a reality those costs are going to become hard costs if that move actually happens so she wants project costs, including ancillary costs, to be identified. Director Britton agreed. Chief Dashiell asked about reversing the idea and making the new building for courtrooms because we don't have as much finished space, it has open areas for seating and if you needed the space you could put it in one building rather than three buildings being used for courtrooms. Commissioner Smith said the old jail annex cannot be occupied any longer or renovated into office space, so to say it's going to stay forever seems like a bad plan and it's hard to remove that without removing those emergency backups and that would require quite a bit if we don't move dispatch. Director Britton said it can be done, but it will take a lot of time and there are a lot of steps to go through in order to remove the jail annex. It will take 5-10 years to get everything out so it can be demolished. Clerk Yamamoto said what Director Britton has presented is the easiest, quickest and least expensive plan. Is it the best plan? Maybe not, but how can we put all those pieces together to make any sense. The demolition on the old jail annex will be something we've never seen before with the amount of concrete and steel in that facility and all the infrastructure in, under, and around it. Everything should be on the table for discussion. We should look at the preliminary concept and see what puzzle pieces fit and make the most sense. Director Britton said there are a lot of things he needs to check first such as find out what the City of Caldwell would require, and locating the main sewer line running close to the juvenile detention center. He wanted to see if the elected officials wanted to proceed and then he will work with the City of Caldwell. Commissioner Van Beek asked if he spoke to the architect about a two-floor parking garage because if we have to purchase ground you could gain potentially 100 parking spaces. Director Britton said one of our big needs is office space, and at one time the city would not let us have four or five floors. It might be cheaper to do asphalt and buy land for parking and taking away 30,000 square feet of a floor that could be used as office space, but he can look at it. Commissioner Van Beek said she wasn't suggesting to remove a floor, it was to add a floor or to go down rather than up if there is a height restriction. Commissioner Smith said the water table is really high and it will be a major hurdle. Commissioner Van Beek is supportive of working with the Assessor to look at properties around the courthouse.

### **Expansion of campus and closing 11<sup>th</sup> Avenue and Belmont Street**

There was discussion about closing a portion of 11<sup>th</sup> Avenue to expand the courthouse campus after the planned construction for the sewer line project. The group seemed supportive of the idea. Director Britton will talk to the Caldwell traffic commission and get their feedback. Commissioner Smith said if there is consensus we could close the street and make it part of the campus to incorporate parking. Assessor Stender said he had previously asked about having

angled parking in front of the administration building and was told it's not an option. Clerk Yamamoto thinks it's a good idea to close the street but acknowledged it will be difficult to do.

#### **Continued discussion regarding personnel and compensation**

Commissioner Smith asked if the elected officials want to create a working group to come up with ideas, and if so, she would volunteer to serve. Commissioner Van Beek wants someone who has expertise to be a part of that committee. Following discussion, it was determined the committee will consist of: Chief Deputy Assessor Joe Cox, Controller Zach Wagoner, Chief Deputy Sheriff Marv Dashiell, a representative from the PA's Office, and Lead HR Generalist Jennifer Allen. In response to a suggestion by Commissioner Van Beek, the elected officials indicated they do not support having a consultant or mediator participate in the group. Clerk Yamamoto will take the lead on the working group which will meet soon. The meeting concluded at 2:38 p.m. An audio recording is on file in the Commissioners' Office.

MARCH 2022 TERM

CALDWELL, IDAHO     MARCH 2, 2022

PRESENT:     Commissioner Keri K. Smith, Chair  
                 Commissioner Leslie Van Beek, Vice Chairman  
                 Commissioner Pam White - **OUT**  
                 Deputy Clerks Monica Reeves/Jenen Ross

#### APPROVED EMPLOYEE STATUS CHANGE FORM

- The Board approved an employee status change form for Hailee Moore, Juvenile Detention Assistant Supervisor; Christina Sage Huggins, Planning Technician

#### APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- ACCO in the amount of \$15069.00 for Facilities Department
- Visual Studio Live Microsoft in the amount of \$2,675.00 for Information Technology Department
- Portfolio Decision Wave INC in the amount of \$1,995.00 for Information Technology Department
- Visual Studio Live Microsoft in the amount of \$2,175.00 for Information Technology Department

#### SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE – CHANGE IN APPLICATION

- The Board approved a change in Alcoholic Beverage License Bon Appetit Management Co. dba McCain Pub (See resolution no. 22-024)

#### MEETING WITH TREASURER AND CONTROLLER TO REVIEW MONTHLY/QUARTERLY/YEARLY TREASURER'S REPORTS

The Board met today at 9:03 a.m. with the County Treasurer and Controller to review the Treasurer's monthly, quarterly, and yearly reports. Present were: Commissioners Keri Smith and Leslie Van Beek, Treasurer Tracie Lloyd, Chief Deputy Treasurer Jennifer Mercado, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. In response to the Board's request to learn more about the reports, Treasurer Lloyd gave an overview of what the reports represent noting the clear distinction between responsibilities in County government and County finance. There is a collaborative effort and separation of duties between the Treasurer's Office and the Auditor's Office to ensure accountability and her report is a combination of those separation of duties. The Auditor receipts the cash that comes in and the Treasurer accepts the cash on a daily basis ensuring all cash received by the Auditor is received in the Treasurer's Office. She reviewed the processes her office follows in preparing and verifying the reports. Commissioner Van Beek had follow-up questions about some of the funds/accounts. Controller Wagoner said County government is structured very well to safeguard public assets with separation of duties. Audit generates reports according to the financial statements showing the numbers on paper and the Treasurer compares that to actual cash in the bank to make sure the numbers balance and reconcile on a monthly basis. Commissioner Smith asked the Controller to confirm that just because we see an ending balance for the weed control fund of \$301,000 (for example) doesn't mean it is unfunded unbudgeted money. Controller Wagoner said the report has little to do with the County's budget. On December 31, 2021 we had \$230 million in the bank but most of that is not ours, it's just timing of collecting property taxes in December and those monies are disbursed to other taxing entities. The disbursements are not part of the County's budget. Treasurer Lloyd said when looking at the report generated by the Auditor it shows the beginning balance from December and what was dispersed in January and it includes all of the December tax collections. The collections are balanced each month and there are multiple reports that show what we have collected and what cancellations occurred. The Treasurer said Commissioner Van Beek had asked her how much was available to the County for urban renewal so she explained that the revenues reflect tax collections and other collections the County receives as a pass-through entity. Commissioner Van Beek said for the Caldwell East Urban Renewal (CEUR) we had a portion the City of Caldwell was holding that we were able to access and that's what is funding a portion of the infrastructure for the Fair Expo and she wanted to know if that \$2.4 million was a part of this. Controller Wagoner said it is not part of this because we remit every penny to the CEUR that was collected via tax and then the County will send a bill to urban renewal later on for the work that has been performed showing the reimbursement amount due is \$75,000 and they will cut a check for that amount. There is a full accounting trail. Commissioner Van Beek asked what the un-



apportioned accounts are? Controller Wagoner said they are not part of the County's annual budget, they are custodial pass-through accounts. Commissioner Van Beek, who was referring to the October/November/December quarterly statement, asked if the \$800,000 that was collected for solid waste disposal in December is consistent every quarter? Controller Wagoner said no, that number represents actual activity, both cash in and cash out and it will change month-to-month and quarter-to-quarter. Commissioner Smith said it would be a lot easier if Commissioner Van Beek would refer to the document being discussed today. Treasurer Lloyd said was asked another question about the Star Sewer and Water which had a zero balance on the quarterly report. There were no tax collections made on behalf of that district for the prior month and that's why the beginning balance was zero. The change that occurred was property tax collections. It is a pass-through account, we collect it and distribute it. Commissioner Van Beek was curious about that one because there are going questions about serviceability for areas of impact and things like that. Commissioner Smith said we should remember the Treasurer cannot answer questions like that. Commissioner Van Beek asked PowerPlan would show what is passing in/out on debits and credits. Controller Wagoner said the Board has access to the County-specific funds so for the current expense fund, the indigent fund, justice fund. In PowerPlan you will be able to see both monies in and out for County-specific budgeted funds. Treasurer Lloyd reviewed the report which shows what we invest in, what the weighted average maturity is, and how far investments go out. There is a slight difference between what's reported in the current report on the investments because we reflect the investment of the amount we paid for that investment, plus any accrued interest we paid at the time we purchased it whereas the report just strictly shows the par value of the investment so there is a slight discrepancy in the numbers on the Treasurer's report as opposed to what's reported in our investment portfolio. The report was given as another tool to see how we have our investments laddered out and what the projected cash flows are for the next year. We have 50% in callable bonds and 50% in noncallable bonds. The average rate of return is .86 on all of our investments on a yearly basis. On the callable bonds we don't lose any money on those investments, we get what paid for it, but they will call those and that's the risk you take when you buy those but you're usually getting a higher return than you would on a noncallable return. The bonds are based on the 10-year, 30-year Treasury. They were going up because the feds have said they will try to curb inflation so they are expecting the rates to come up. Commissioner Van Beek thanked Treasurer Lloyd for the information provided. No Board action was required or taken. The meeting concluded at 9:32 a.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING – REQUEST BY TERRY RICHARDS AND DAVE AND CAMI LARSEN FOR A REZONE,  
CASE NO. RZ2021-0036

The Board met today at 10:03 a.m. to conduct a public hearing in the matter of a request by Terry Richards and Dave and Cami Larsen for a rezone, Case No. RZ2021-0036. Present were: Commissioners Keri Smith and Leslie Van Beek, DSD Planner Kate Dahl, Matt Wilke, Terry Richards, interested citizens, and Deputy Clerk Monica Reeves. Kate Dahl gave the oral staff report. The applicants are requesting a rezone from an "A" Agriculture zoning district to an "R-1" Single-Family residential zoning district of three parcels comprising 31.89 acres in order to develop 20 lots. The



subject parcels include R37619010, R37619010A, and R37619010B and are located at 24551 Benhaven Lane and 8771 Purple Sage Road in Middleton. The current future land use map designates the area as residential. The property is located within Middleton's area of city impact and it is an area of transition and it is within a one-mile radius of the city limits of Middleton. There have been a number of rezone requests approved in the area and there are 34 subdivisions with average lot size of 1.69 acres within a one-mile radius. There are prime farmlands, if irrigated, however, the property is bisected through the middle by a drainage which has gravelly wetlands, non-prime farmlands. The buildable portion of the parcels are outside the nitrate priority area. The top part of the flag lot that connects to Purple Sage Road is within the nitrate priority area. Staff finds it does meet the comprehensive plan. Although the parcel is within an area that is very compatible with the rezone request there are number of significant access issues that have yet to be worked out. The parcel has two access points, one to the north which is a 50-foot wide parcel connecting to Purple Sage Road, a southern access that goes from a private road, Benhaven Lane through Rustin Road to Kingsbury Road. The access to the north does not meet the highway district's frontage standards nor does it meet the interval site distance requirement. With the access to the south there is only a touch between Benhaven Lane and the property so there is not a full 60-foot wide easement on either side of the property to accommodate road development. While they consider it a private road, the highway district would like dedication of a public right-of-way and/or frontage improvements. The applicant has not proposed either an easement or a right-of-way. The P&Z Commission denied the application because they felt the access issues need to be worked out prior to approval, and they were concerned the applicant was only proposing 20 lots when the full buildout is 34 lots, and they would have preferred to see a development agreement. Following her report, Ms. Dahl responded to questions from Commissioner Smith regarding access, frontage and easement requirements noting there is no access, but referenced conditions suggested by the highway district. Ms. Dahl said the current accesses do not meet the highway district standards. Commissioner Smith asked her to follow up with the highway district to see if they would oppose the rezone if the Board does not impose its suggested conditions. Matt Wilke testified in support of the request. Mr. Richards bought the western parcel because he was attracted to the long driveway to be used as a private drive to his residence. His neighbors, the Larsens, wanted to work with him on the rezone and bring the project together. There is a conceptual plan for 18 lots and in their letter of intent they asked for an R-1 rezone before they started working on conceptual plan. They have a rough preliminary site plan with 18 lots with an approximate average lot size of 1.77 acres. Two acres of that is the flag lot portion for the driveway and it's 50-feet wide. Mr. Wilke does not understand why the P&Z Commission wanted a conditional rezone. He noted a major concern of the P&Z Commission dealt with traffic, and with two Commissioners who live in the area it was a contributing factor in their denial. He testified about the communications they have had with the highway district and said the applicants prefer to move the collector further north to maximize as much as they can for the private driveway. The highway district is not opposing the current access with the future collector being built. The existing driveway location appears to have adequate intersection site distance and may serve as a temporary private road approach to Purple Sage until such time other public road access becomes available. The applicants are going to sign a pre-annexation agreement with the City of Middleton who wants to run a 30-foot easement to the property to bring sewer and water through there, if it gets to that site. Following his testimony, Mr. Wilke responded to questions from the Board.

Commissioner Smith asked if the applicant has proof that he has legal access to the property via a 60-foot frontage or 60-foot easement. Mr. Wilke said he does not. Commissioner Smith said there's an identified wetland that runs through the property and she asked staff if the federal agencies were notified of this request. Mr. Wilke said there are no plans to build over it. There was discussion regarding whether the applicant wants to request a conditional rezone with a development agreement. Commissioner Smith said the Board cannot move forward with today's hearing because there is no legal access and if the applicant wants the Board to render a decision today there would be a finding for a "No" and that would deny the application. The Board needs confirmation on whether there is a wetland and if it is, what are the requirements for development of the property. Also, a conditional rezone is the appropriate path forward. The applicant needs to work with the highway district for future planned routes and connectivity. This is the only opportunity for the Board to ensure that adequate future connections to roads are preserved and right now a straight rezone would not help the Board identify and ensure those connections are made. Mr. Wilke said the highway district is okay with the applicant temporarily using that as an access. Commissioner Smith said it's not temporary, you are going to build a full road to service the lots. The road could be modified at this point to be along the north boundary which would further enhance the development of the area. Yes, the area is slated for residential development but you are in the middle of it and we need to make sure those connections happen on both sides and north of the property. She said Mr. Wilke should ask the Board to table this case and get solid approvals, and consider the conditional rezone with a development agreement to address any of these future things. Mr. Wilke said it will be a private road and it will not be brought to public standards until the collector comes through and they want to maintain a private driveway up to that collector. Discussion ensued regarding the future collector. Commissioner Smith said if the applicant comes back with a conditional rezone and it's approved, there will be a second hearing because the P&Z Commission recommended denial. Terry Richards testified he thought he had everything in place because the highway district said they would work with him on the road once he has a rezone. They had no problem with the temporary access. There is no water that moves through the property, and there are no wetlands on it, however, he does have stock water rights. The topography of the land doesn't allow him to have more than 18 lots. Commissioner Smith wants the issue cleared up with the required frontage or easement access requirements being met. At the next hearing Mr. Richards needs to tell the Board how he is going to pay/bond for a road he is going to abandon in the future, and then explain how the site plan matches up to a new road. Commissioner Van Beek likes the plan, but she is trying to overcome the access issues and so she suggested the applicant get some of the questions answered so he can move forward. Mr. Richards said he will abide by the conditions, but the issue is he cannot put a road in and then tear it up so that would squash the whole thing and he would have to sell the property. Commissioner Smith said he needs to go back to the planning table and phase the development and show what he is going to do so he can have a real temporary driveway and then as this comes through, Phase 2 will include this development at which time a full road will be developed. Even the frontage or easement reduction could be tied to that temporary status, you get this many lots at this level and when you have the access resolved for a full development you can complete that development. A continued hearing will give time for proposals and notification requirements to be met, and the applicant can reach out to the Army Corps of Engineers regarding the wetlands, as well as follow-up with Canyon Highway District, and then staff can update the staff report with all of those items

and give a new recommendation based on information Mr. Richards will provide. The applicant will meet with Kate Dahl and talk through all the questions and come up with proposed items to include in the development agreement. Upon the motion of Commissioner Van Beek and the second by Commissioner Smith, the Board voted unanimously to table the hearing to March 31, 2022 at 1:30 p.m. The hearing concluded at 11:25 a.m. An audio recording is on file in the Commissioners' Office.

DETAILED MINUTES TO COME AT A LATER TIME

Monthly meeting with the County Agent to discuss general issues, set policy and give direction

DETAILED MINUTES TO COME AT A LATER TIME

Meeting to discuss Run, Hide, Fight training

**MARCH 2022 TERM**

**CALDWELL, IDAHO      MARCH 3, 2022**

**PRESENT:**      Commissioner Keri K. Smith, Chair  
Commissioner Leslie Van Beek, Vice Chairman  
Commissioner Pam White - **OUT**  
Deputy Clerks Monica Reeves/Jenen Ross

MEDICAL INDIGENCY DECISIONS

The Board met today at 8:54 a.m. to consider matters related to medical indigency decisions. Present were: Commissioners Keri Smith, Leslie Van Beek, Director of Indigent Services Yvonne Baker and Sr. Admin Specialist Terri Salisbury.

The following cases do not meet the eligibility criteria for county assistance and upon the motion of Commissioner Van Beek and second by Commissioner Smith the Board voted unanimously to issue initial denials with written decisions within 30 days on the following cases: 2022-371, 2022-366, 2022-386, 2022-318, 2022-319.

Liens and lien releases were presented for Board signatures.

The meeting concluded at 8:55 a.m. An audio recording is on file in the Commissioners' Office.

DETAILED MINUTES TO COME AT A LATER TIME

Meeting with county attorneys for legal staff update and action item:

Action Item: Consider signing resolution designating surplus property and donating to City of Melba Fire Department

DETAILED MINUTES TO COME AT A LATER TIME

Public hearing to consider a request by John Cotner & Hawk View Estates Subdivision for a rezone and preliminary plat: Case nos. RZ2021-0034 & SD2021-0021

\*Cancelled, will be rescheduled to 3/15/22 at 1:30 pm

**MARCH 2022 TERM**

**CALDWELL, IDAHO     MARCH 4, 2022**

**PRESENT:**     Commissioner Keri K. Smith, Chair - **OUT**  
Commissioner Leslie Van Beek, Vice Chairman - **OUT**  
Commissioner Pam White - **OUT**  
Deputy Clerks Monica Reeves/Jenen Ross

There were no meetings held this day.

**MARCH 2022 TERM**

**CALDWELL, IDAHO     MARCH 7, 2022**

**PRESENT:**     Commissioner Keri K. Smith, Chair  
Commissioner Leslie Van Beek, Vice Chairman  
Commissioner Pam White - **OUT**  
Deputy Clerks Monica Reeves/Jenen Ross

FILE TREASURER'S REPORTS IN MINUTES

The Board filed the Treasurer's monthly report for November 2021.

#### APPROVED CATERING PERMIT

- The Board approved an Idaho Liquor Catering Permit for Parma Ridge Wine & Spirits Co LLC to be used 3/12/22

#### APPROVED CLAIMS

- The Board has approved claims 582654 to 582969 in the amount of \$36,590.80

#### DETAILED MINUTES TO COME AT A LATER TIME

Bi-weekly meeting with HR Staff to discuss general issues, set policy and give direction

#### MEET AS A BOARD OF EQUALIZATION

The Board of Canyon County Commissioners, sitting as a Board of Equalization, met today at 1:31 p.m. to consider any BOE matters that may have been presented. Present were: Commissioners Keri Smith, Leslie Van Beek and Sr. Admin Specialist Terri Salisbury.

No BOE items were requested for consideration.

The meeting concluded at 1:32 p.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 1:32 p.m. with the Director of Development Services to discuss general issues, set policy and give direction. Present were: Commissioners Keri Smith, Leslie Van Beek, Director of Development Services Steve Fultz, Controller Zach Wagoner (left at 1:45 p.m.) and Sr. Administrative Specialist Terri Salisbury.

#### ***Consider signing resolution to approve the salary range for 1 position in Development Services:***

Director Fultz and Mr. Wagoner explained the need for the increase in the salary range and answered questions and concerns by Commissioner Van Beek and Commissioner Smith. Upon the motion of Commissioner Van Beek and second by Commissioner Smith the Board voted

unanimously to sign the resolution to approve the salary range for 1 position in Development Services. (see resolution no. 22-026).

***Consider signing resolution for Greg Payne who is requesting a refund for a withdrawn rezone application:*** Greg Payne has requested a refund for a withdrawn rezone application. Director Fultz stated no refund is recommend by staff due to the amount of work that was put into the case. Commissioner Smith asked if there was a breakdown of staff time. Director Fultz stated that there was but he did not have it with him. Commissioner Smith would like a breakdown of staff time before a denial of a refund is accepted, and Commissioner Van Beek agreed. No decision was made.

***Consider signing resolution for John Harris who is requesting a refund for a withdrawn rezone application:*** John Harris has requested a refund for a withdrawn rezone application. Director Fultz stated that very little work was done past taking the application. Upon the motion of Commissioner Van Beek and second by Commissioner Smith the Board voted unanimously to sign the resolution granting a refund to John Harris for a withdrawn rezone application. (see resolution no. 22-027).

Director Fultz updated the Board on the following:

- Update on current, new and still needed staff needs.
- The issue with the site visits looks to be resolved, there has not been any P&Z Commissioner going out for site visits.

#### EXECUTIVE SESSION –PERSONNEL MATTERS

Commissioner Van Beek made a motion to go into Executive Session at 1:59 p.m. pursuant to Idaho Code, Section 74-206(1) (a) regarding personnel matters. The motion was seconded by Commissioner Smith. A roll call vote was taken on the motion with Commissioners Van Beek and Smith voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Keri Smith, Leslie Van Beek, Director of Development Services Steve Fultz. The Executive Session concluded at 2:02 p.m. with no decision being called for in open session.

At the conclusion of the executive session Director Fultz updated the Board on the following:

- Director Fultz would like to move forward with appointments of P&Z Commissioners. The Board gave support to move forward with processing the paperwork.
- Director Fultz provided an update on Economic prospects that have come to the county.
- P&Z meeting on 3.3.22 had a technical glitch in the recording system and the 4 hearings that were held did not get recorded. Commissioner Smith has concerns about not having a recording due to if any of the cases are appealed to the district court a full transcript has to be made available. Commissioner Smith brought in Monica Reeves to answer questions about the what qualifies as a transcribable record for district court.

- Update of “Project Docs” the online program to check status of application. Director Fultz is working with IT and should have something ready to present for FY2023 budget.
- Office move has gone well, there are still a couple of offices that are being finished. Director Fultz would like construction finished before looking at having a store front installed for noise control in order to get a real feel of the office noise level.
- Commissioner Smith brought up the upcoming hearing for the Originality date ordinance, she stated that the hearing may need to be continued after hearing testimony so that Commissioner White can listen to the testimony and be a part of the decision.
- Joint workshop with P&Z to discuss the Comprehensive Plan is 3.9.22 at 5:00 p.m.
- House Bill 643, which effects City’s ability of annexation has passed the house and is going to the Senate.

Upon the motion of Commissioner Van Beek and second by Commissioner Smith the Board voted unanimously to continue the meeting to Wednesday 3.8.22 at 2:45 p.m.

The meeting concluded at 2:31 p.m. An audio recording of the open portion of the meeting is on file in the Commissioners’ Office.

#### COMMUNITY INPUT MEETING

The Board met today at 5:30 p.m. for a community input meeting. Present were: Commissioners Keri Smith and Leslie Van Beek, along with Clerk Chris Yamamoto and County PIO Joe Decker, Lewis Groberg, Dale Jansen Van Beek, Steve Burton, Thomas Mundell, Beverly Cavazos, Manuel Cavazos, Sandy Bowden, Gary Bartlow, Pat Bartlow, Alisha Rettkowski, Randy Fisk, Rick Haub, Laurie Haverfield, Carol Schroeder, ElJay Waite, Pep Waite, Jaye Johnson, Kim Yanecko, Tara Barling, David Leroy, Chris and Becky Smith, Steve White, Nick Schlader, Mark Ottens, Teri Ottens, KTVB Reporter John Mark Krum, Rachel Spacek with the Idaho Press-Tribune, interested citizens, and Deputy Clerk Monica Reeves

Commissioner Smith explained the purpose of tonight’s meeting is to allow people a chance to provide input/feedback or ask questions about county government or other activities pertaining to Canyon County. Each person will be given three minutes to speak. The Board may not deliberate on any items not specifically agendaized. The Board will receive comments and provide answers when appropriate. She understands many people are here tonight because of the letter signed by eight elected officials calling for Commissioner Van Beek’s resignation, as well as her rebuttal letter. All parties want more information to be released, but doing so at this time would put the County and its taxpayers at greater risk because a number of the allegations in the letter are connected to pending litigation involving the County and we need to be careful. Any extrajudicial comments, particularly in an open meeting, have the potential to increase liability. Commissioner Smith asked everyone to be respectful of each other and the allotted time. In the event yelling or intimidation tactics arise and go unchecked, she will be forced to end the meeting.



Commissioner Van Beek read a prepared statement into the record which was transcribed as follows: *"Dear Citizens, In the fall of 2017 I made a decision to turn my love for service toward helping my local community. I did not make this decision lightly. I knew it would be a journey of growth regardless of the outcome when the final vote was cast. I was in a highly contested race with 3 other candidates – a local city official, a former commissioner, and a gentleman who had two prior unsuccessful bids for the office of commissioner. During my campaign I was criticized for being a woman, I was told I should go back to the kitchen, that I would fail because I didn't understand quid pro quo and that I was too green to take office and would never be elected, and guess what, I won. And what I won was the opportunity as a citizen to make a difference in local government. I refused to be indoctrinated or intimidated by the "good ol' boys". I was told shortly after being sworn in my first term of office in 2019 that I was a threat to the status quo. I am now serving my second term and I understand that what I have threatened are the deeply imbedded, questionable practices that existed in Canyon County government long before I was elected to the office of commissioner. I am here to say that change is possible and that it starts with one person. I am here to declare that I am fulfilling my oath of office to protect my county, my state and my country from all foreign and domestic terrorists and to faithfully discharge the duties of my office to the best of my ability. I am under fire. As commissioner I have lobbied to have the daily agenda including items for discussion or action posted on the commissioners' website. I have lobbied to have commissioners' voting records posted on the Commissioners' website mirroring what happens at the capitol during a legislative session. I have lobbied to track attendance for elected officials including vacation time, sick leave and personal leave of absence. Citizens gainfully employed in the private sector are expected to meet those standards. I have lobbied to have salaries posted on the Canyon County website with a 5-year history showing year-over-year percent increases. I have lobbied to have detailed supporting documentation accompany all credit card charges, travel expenses and purchase orders which is consistent with Idaho Code because they are your tax dollars. I believe all expenses should be open to questions by each commissioner as well as the public. I have been heavily criticized, ostracized and met with hostility for questioning expenses such as valet parking, custom framed art work, seating upgrades on airline flights, travel budgets, contingency funds, additional pay and unbudgeted items presented for payment. It has been clearly communicated to me that once your tax dollars have been allocated to any elected official in the county, commissioners and taxpayers no longer have the right to question how some members of the electorate spend your money and to that I object. I kept the books for our small dairy operation up until about 15 years ago, we bought ourselves a business operating on single digit margins, having to account for every dollar. When out of state dairymen moved our herds to Idaho market conditions changed and we made the decision to sell our cows. We kept our land, paid our bills and went to work off the farm. That same philosophy of hard work, fiscal accountability and integrity should exist in county government and must exist for those we elect to office. I am frustrated when I question a \$30,000 construction change order and I am told that the dollar amount is insignificant. That amount for some employees and taxpayers is a year's wages. Government does not produce a profit. Hard working citizens like you produce a profit which in turn pays our salaries and provides citizens with government services. In the absence of any standard requiring an elected official to show up for work or meet any standard of production as an elected citizen from the working class I object. I understand why citizens may feel like it does not make a*

*difference to get involved in local government, why they may feel that their vote does not matter or that making a phone call to an elected official won't make a difference. But those feelings are exactly the reason that I ran for office, I am one of you, I care what you think and I listen to my constituents. I return phone calls and answer emails sometimes after hours. If my desire to prioritize you, the citizens of this county is what my fellow elected officials have stated is "a lack of confidence in my ability to productively contribute perspective or leadership on any issue of significance" then I submit to you that they have lost the vision of good government. That they have abused their authority and that they may be the elected official who needs to resign so that Canyon County government is represented by elected officials who want to represent you, the people. I submit that it is time for a change in Canyon County government. There are eight elected officials who have alleged abusive and unfounded allegations against me. These unfounded, slanderous and offensive allegations testify to the nature and the character of its authors. These eight elected officials are attempting to circumvent the voting process and the power of the people. Having no statutory authority to call for my resignation they are asking an elected official who has consistently shown up for work, called for accountability, questioned the budget and gave and citizens and anchored the Board to step down. We have all been waiting to hear what it is that I have allegedly done and I would submit that the true basis for change still resides within the people of this county. You have the power, at the polls to make a difference on May 17<sup>th</sup> when 5 of the eight elected officials who authored the letter will be on the ballot. I do not pretend to have done this journey perfectly but I will say that I have been in the ring fighting for what I believe you elected me to do. Theodore Roosevelt's most famous observation about political and real life is captured in the excerpt from the speech 'Citizenship in a Republic' it states "It is not the critic who counts, not the man who points out how the strongman stumbles, or where the doer of deeds could have done them better. The credit belongs to the man who is actually in the arena, whose face is marred by dust and sweat and blood and who strives valiantly, who knows at best in the end the triumph of high achievement and who at worst if he fails at least fails while daring greatly so that his place shall never be with those cold and timid souls who neither know victory nor defeat." Together we can make a difference, together we must affect positive change in Canyon County. That is the real and only reason that I am sitting here before you tonight."*

Commissioner Smith said the construction change order Commissioner Van Beek referenced was where she questioned a \$30,000 charge but our entire team - Clerk's Office, Prosecuting Attorney's Office, fair director, facilities director - was complying with a contract and the contract very clearly said that winter conditions did not exist and they sat through a meeting where they consistently kept trying to get Commissioner Van Beek to understand they were trying to comply with a contract, and they tried to get her to go to that section but she would not listen, she would not comprehend what was happening with the contract and why the request was being made. A lot of this goes back to the liability of the County regarding personnel, we have a pending lawsuit against the County for \$1M for the way Commissioner Van Beek treated an employee. There is another example where she threatened an employee and said she met with a developer who wanted that employee to be fired, but Commissioner Van Beek said she would support the employee if he would change an ordinance for her. That is illegal, that's intimidation. There are multiple stories across the County where employees are being treated unfairly, and the risk she (Commissioner Smith) is taking right now is putting the liability on the County that she is

acknowledging the bad behavior. Commissioner Van Beek consistently will go back, once you tell her she treated someone poorly, and apologize, and we have a very big concern with the way she leads our employees and it's sad. There are employees who are scared to come forward. We have a huge liability with just personnel and it's uncalled for.

Clerk Yamamoto said the Prosecutor's Office has several employees working on public records requests and information is forthcoming.

Public comments were as follows:

Lewis Groberg offered comments on the importance of having continuity and success in running County government and said if it's not seamlessly run there will be problems. He asked the Board to not allow a lot of development in and around the Sunnyslope area because it takes away the heritage of the whole area and it's something that needs to be preserved. Commissioner Smith spoke about how the Board has been meeting with local mayors to discuss how to manage community growth, and she encouraged Mr. Groberg to attend the various workshops, open houses, and public meetings regarding the comprehensive plan and County ordinances. Public hearings will follow.

Dale Jansen Van Beek said it was interesting that Commissioner Smith pointed out certain details of the alleged offenses against his wife, and he wants to hear both sides of the story. He takes the attacks very personal by the eight elected officials and said honesty and truth will come out. He said the alleged offense Commissioner Smith spoke about occurred when his wife was attending his parents' funeral and he is not sure how that could come against her. He is proud to say his wife did not buckle for eight cowards that went after her.

ElJay Waite gave his time to Pep Waite.

Pep Waite said no evidence was provided to back up the accusations by the eight elected officials when they called for Commissioner Van Beek's resignation, and from what she read from Commissioner Van Beek's response she assumed there would be a meeting, but saw nothing. She learned the next open meeting was scheduled on February 7, 2022 at 1:30 p.m. in which she attended. She did not know it was not a forum for citizens to speak. After the meeting she asked Commissioner Smith when a meeting would be held so Commissioner Van Beek could address the accusations, and Commissioner Smith said "there will be none", and Ms. Waite asked why and Commissioner Smith said they could not have a meeting because of possible litigation as well as their concern for keeping employees' names private. She then asked Commissioner Smith "Who wrote the letter?" She said Commissioner Smith told her it didn't matter, "it matters only that we all signed it." Ms. Waite asked what the elected officials meant in the letter "You have intentionally acted to purposely increase the liability exposure of other officials at taxpayers' expense as well as you have created significant financial damage to the County." Ms. Waite said Commissioner Smith's response was "Check on a million-dollar lawsuit." Ms. Waite asked what it was about and Commissioner Smith said she couldn't talk about but that Ms. Waite should do her own research.

This is what Ms. Waite found: The lawsuit involved a former HR Director who claimed the County breached its “resignation, severance, and release agreement” by posting her job on the internet and other sources before the conditions of that agreement were met. The second part of the lawsuit was she claimed that two Commissioners and 10 County employees individually disparaged and denigrated her. Ms. Waite said on January 1<sup>st</sup>, 2021 there was an open meeting and in attendance were: Commissioners Smith and White, Deputy PA’s Sam Laugheed, Zach Wesley, and Alex Klempel, and the audio referenced “a job description for HR Director before its posting.” At that meeting Commissioner Smith stated there were some “housekeeping items” that needed to be done prior to the job being posted and at the end of the discussion Commissioner Smith stated “No other action in this, we’re all good.” Ms. Waite said she’s read all the minutes of the meetings between July 1<sup>st</sup> and July 7<sup>th</sup> when the job was posted, there were no other meetings that discussed that job description and it was posted July 7<sup>th</sup>. Commissioner Van Beek was not at the July 1<sup>st</sup> meeting because she was attending the funeral of her mother-in-law and father-in-law, so Ms. Waite concludes 1) she was not present to vote on the posting of the job, and 2) she did not “increase the liability of exposure” or “create significant financial damage to the County.” Commissioners Smith and White gave that approval. Ms. Waite asked why the three deputy prosecuting attorneys didn’t know that the job description and subsequent posting would violate the “resignation, severance, and release agreement.” It could be concluded that they were the ones who “increased the liability of financial damage to the County” and not Commissioner Van Beek. The second part of the former HR Director’s lawsuit claimed she was disparaged and denigrated by two Commissioners and 10 other County employees. Commissioner Smith was included in that lawsuit, not just Commissioner Van Beek. Why wasn’t Commissioner White included in the lawsuit? She approved the job posting and that’s a question Ms. Waite would like answered. This is her conclusion, by listening to Commissioner Van Beek’s response to the accusations, Ms. Waite believes that what they have accused her of is not the truth and is slanderous and defaming of her character. Following Ms. Waite’s comments, Commissioner Smith said we will have to ask our attorneys if her questions can be answered or included in a future meeting. She said the example Ms. Waite shared, and that Mr. Van Beek mentioned, tying the two through the funeral – is not related to pending litigation, it’s a very separate case.

Steve Burton had questions regarding the Star area of city impact request, and the public hearing on the 2004 date of originality ordinance, as well as the update of the comprehensive plan. Are the meetings this week related or are they independent of each other? Commissioner Smith said they are independent of each other. The comprehensive plan is not scheduled for a decision, but the zoning ordinance amendment is scheduled for a decision, however, it would be inappropriate to take public comment on that now. It would be more appropriate at tomorrow’s hearing. Regarding the Star impact area, the Board asked them to come back and try to negotiate. The City of Star asked for the case to be dismissed and the judge is letting the case move forward. Our state representatives just passed a bill approving annexations wherever anyone wants to annex, and we all should be calling our senators because that already passed and if we want any type of controlled growth that legislative move would hurt us, it would just be a free for all for the developers. If they are contiguous they would be able to ask for annexation into anyone’s impact area. She encouraged anyone who cares about smart growth to reach out to your senators and ask them, specifically Jim Rice, to not let that bill make it to the floor. Mr. Burton asked if the new

comprehensive plan has major changes? Commissioner Smith said she has not seen the comprehensive plan yet, but she's heard it's undergoing a major rewrite. Mr. Burton addressed Commissioner Van Beek and spoke about a case from last year involving a rezone application for North Star Development and how the P&Z Commission recommended the case not be approved and recommended the developer go with an R-2 rating. He said Commissioner Van Beek had pulled up the records and showed that the P&Z Commission had recommended approval of the development with an R-1 rating. He said last week, as part of the Star impact area request, DSD staff presented directly opposite what the P&Z Commission had recommended. The P&Z Commission gave a unanimous negative vote on the City of Star's request, but DSD staff recommended approval for it and he wonders if that's what happened a year ago with the North Star Development case. Is DSD staff going contrary to what the P&Z Commission is recommending? Is this a consistent thing, do we have a problem? Commissioner Smith said they are the working arm of planning and they don't have any decision-making authority, they make a recommendation from a planner-level experience and it doesn't have any weight in court. It's just a planner recommendation from that office. She is not familiar with what happened with the North Star Development but it can be confusing between those recommendations, but the P&Z Commission recommendation is something the Idaho Land Use Planning Act requires the Board to consider. It's a guide, and there is history of planners making recommendations but those are typically are never referenced in part of the approval documents and the findings of fact and conclusions of law. The Board is required to look at the information provided and agree with the findings or change them. Mr. Burton said it seems odd and when the P&Z Commission makes a unanimous decision but gets relayed to the Board by staff as 100% opposite – something's wrong. Commissioner Smith said that is a problem if the P&Z Commission made a recommendation and staff said the recommendation was opposite of what it was. There is a difference though if staff makes a recommendation based on their findings, and a real recommendation from the P&Z Commission is another. It could be just a matter of confusing the two.

Beverly Cavaso indicated she wanted to give her time to Kim Yanecko. Commissioner Smith said there might be time at the end for that, but there might not be.

Sandy Bowden said she was yielding her time to Laurie Haverfield.

Thomas Mundell said he agrees with the points made by Steve Burton and he asked about the bill number that Commissioner Smith referenced regarding annexations. Commissioner Smith said it's HB 635.

Gary Bartlow wanted to know what a normal day looks like for a Commissioner. He asked, are they in the office at 8:00 a.m., are all three Commissioners here every day, are there outside meetings, do they answer phone calls and emails, and how late are they in the office? Commissioner Smith gave an overview of the departments the Board oversees, as well as a typical meeting schedule, and indicated she takes calls outside of the office and outside of business hours. All three Commissioners are not always here; two Commissioners constitute a quorum. Commissioners have to fulfill the duties of the job to the best of their ability. Commissioner Van Beek said because there is not clarity in the statute on attendance and so she wants voting records



available on the website because it would show who was in attendance. One of things she objected to is that a Commissioner only has to sign an attendance sheet but there is nothing that binds that Commissioner to working a full day. Mr. Bartlow said he is not hinting at that, he doesn't know what a Commissioner is. Commissioner Smith said there is so much work and activity that happens outside of our offices; the BOCC is the executive of the County so we have to review contracts, sign disbursements, etc. They have staff who keep the minutes and schedule but they don't have anyone that does work for them, per se, to do research, return calls or emails. Ada County has a chief executive officer and sometimes you are able to have assistants, but the Board doesn't have that. Mr. Bartlow asked who the Board reports to. Commissioner Smith said there isn't anyone that they specifically report to except for at election time. They should be meeting the will of the constituents and that is why they have community input meetings so they can hear from citizens. Mr. Bartlow asked why the Board doesn't have subordinate staff that's allocated to planning, development and things like that. Commissioner Smith said the Board doesn't have that because it would have to fund that position, but it is something to be considered.

Alicia Rettkowski is a resident of the City of Greenleaf and is opposed to a proposal by Royal Pro-C LLC, who is proposing a subdivision, the majority of which is in the County, not Greenleaf. They are trying to annex into Greenleaf so they can rezone from agriculture to residential, and Ms. Rettkowski is requesting the Board not approve it due to concerns about infrastructure not being able to handle additional homes. Commissioner Smith said the County is only required to notify property owners within a 600-foot distance and the Board cannot deliberate on anything that has the potential to come before it ahead of time. It is important to note the County has no say about city annexations. She encouraged Ms. Rettkowski to watch the land use hearings page and keep advocating with the city. She spoke about approval rates in impact areas and how she has made a pitch to scale back impact areas and how she will continue to push the idea for smarter growth where those communities can grow.

Randy Fisk bought his property in 1997 and was allowed to have one split. He wants to allow his kids to build on the property but the current zoning won't allow it. However, if he wanted to build another house he could do that, but he cannot sell to his kids which doesn't make sense. He is advocating for a change to allow splits, not just leave it at 1979. Commissioner Smith said tomorrow there is a hearing to consider an ordinance amendment that proposes that since 1979 we are on at least the 3<sup>rd</sup> generation of Canyon County residents and it might be time to update that date to allow one-time splits. What Mr. Fisk is referencing in the ordinance is specifically referencing secondary residences that are allowed in agriculture. We are advocating for the generational families to be able to stay. We know we are in a housing crisis and people need opportunities for their families to be able to stay close. This Board attended a workshop and provided support to have that date changed and it will include a transfer of development rights (TDR's) between contiguous property owners, and that will be another opportunity for people to preserve some productive farm ground and transfer it to nonproductive. There are people on both sides of the fence on approving or denying the ordinance so she encouraged him to provide comment and attend the hearing.

Manuel Cavaso and Rick Haub indicated they wanted to give his time to Kim Yanecko. Carol Schroeder indicated they wanted to give her time to Laurie Haverfield.

Kim Yanecko asked if tonight's meeting could go beyond the one-hour time limit so citizens can take their time to explain concerns and ask questions. Commissioner Smith said she has obligations tonight with her family that she cannot get out of it. Ms. Yanecko said Commissioner Smith could leave and the meeting could continue to be recorded. Commissioner Smith said it's a quorum issue. Clerk Yamamoto said a lot more information is going to come out and right now this is a one-sided affair and we can turn this into a two-sided affair where we can have facts and a good discussion so he suggested the meeting happen again. He would like for the records requests to be fulfilled and after that we "go to town with all of the issues". Ms. Yanecko asked if the County intends to hold a hearing specifically on the issues once all the information is out? Clerk Yamamoto said he wants all the facts on the table and right now they are not. He is waiting for the public record requests to be fulfilled and there needs to be some time to digest it and then we need to get back together. Right now, it's a one-sided deal and you are going to find out there are a lot more facts to be presented than what you think there is right now. Commissioner Smith said we are down to the remaining four minutes of the meeting and she reiterated that tonight's meeting will conclude at 6:30 p.m. and courthouse staff will be excused at that time. Clerk Yamamoto asked if she would commit to another meeting and Commissioner Smith said she is committed to having another meeting and pointed out that the community input meetings are held each month.

Ms. Yanecko said people came tonight to discuss this issue and get some answers. She referenced an email from Commissioner Smith that said unless it's an agenda item the Board won't discuss it. Ms. Yanecko said she's been asking the Board to hold a hearing specifically for this issue and now Mr. Yamamoto is saying we could hold one of those where it's an agenda item so she doesn't understand why the Board couldn't have specifically created that hearing so the citizens could talk about the resignation letter. Commissioner Smith said it would have been helpful if Ms. Yanecko had let all the people know what tonight's topics of discussion included. As soon as we are able to and we reduce the risk of the liability to the taxpayers we will release more information. Ms. Yanecko questioned why a one-hour time limit was set for the meeting when other meetings/hearings have lasted longer. Commissioner Smith said this meeting was intended to provide community input. Ms. Yanecko said the Board knew the community wanted to talk about the issue and she wanted to know why Commissioner Smith won't spend an extra 15 minutes for the meeting. Clerk Yamamoto said it should be abundantly clear by now she is not going to get any answers tonight. Ms. Yanecko said she's not asking for answers, she wants to bring some public awareness to some things. There is no job description for a County Commissioner, but they are required to supervise the official conduct of all county officers, appointed boards and commissions by the county charged with assessing, collecting, safekeeping, management and disbursement of the public monies and revenues, etc. Pam White filed for bankruptcy in 2020 and wrote off \$12.5M in a personal bankruptcy and her husband in that same year wrote off \$4.5M so why is she still sitting on the Board and not resigned when she is representing the citizens, and the money that you're taking from us and she just got a 7.5% increase in salary right after COVID when people were losing their homes and livelihood. During Ms. Yanecko's time to speak, Steve White interrupted her from his spot in the audience to disagree, at which time Commissioner Smith



adjourned the meeting. No Board action was required or taken. The meeting concluded at 6:29 p.m. An audio recording is on file in the Commissioners' Office.

## MARCH 2022 TERM

CALDWELL, IDAHO     MARCH 8, 2022

PRESENT:     Commissioner Keri K. Smith, Chair  
                 Commissioner Leslie Van Beek, Vice Chairman  
                 Commissioner Pam White - **OUT**  
                 Deputy Clerks Monica Reeves/Jenen Ross

### APPROVED CATERING PERMIT

- The Board approved an Idaho Liquor Catering Permit for Edge Brewing Co. Inc to be used 3/12/22

### APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- Symbol Arts in the amount of \$2,476.00 for Canyon County Sheriff
- Curtis Blue Line in the amount of \$13,600.20 for Canyon County Sheriff
- John E. Reed & Associates, Inc. in the amount of \$1,200.00 for Canyon County Sheriff
- Riverside Trailers in the amount of \$21,899.00 for Solid Waste Department
- Core & Main in the amount of \$31,060.00 for Solid Waste Department
- River Rock Sand & Gravel in the amount of \$12,100.00 for Solid Waste Department
- W2W Flooring in the amount of \$27,650.00 for Facilities Department
- Grainger in the amount of \$1,717.50 for Facilities Department
- Intermountain Wood Products in the amount of \$1,968.80 for Facilities Department
- Intermountain Wood Products in the amount of \$5,501.47 for Facilities Department
- D&A Door in the amount of \$3,108.00 for Facilities Department
- Team Alert in the amount of \$25,875.00 for Facilities Department
- Dell in the amount of \$1,195.03 for Information Department
- Dell in the amount of \$4,160.13 for Information Department

### 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 Keri Smith and Leslie Van Beek, Commissioner Pam White via teleconference, Deputy P.A. Zach Wesley, Deputy P.A. Doug Robertson, Fair Director Diana Sinner, Facilities Director Rick Britton, Cole Koba with Paradigm, Chief Deputy Sheriff Marv Dashiell (left at 9:06 a.m.), Lt. Doug Gately (left at 9:06 a.m.), Controller Zach Wagoner, Clerk Chris Yamamoto and Deputy Clerk Jenen Ross. The action item was considered as follows:

***Consider signing a resolution classifying and authorizing the destruction of certain Canyon County Sheriff's Office Records:*** Chief Dashiell explained the records staff recently found some old microfilm from the late 90's and at this point the county doesn't have a device to even be able to view the records. The records are noted as 'arrest' and 'duplicate' records and are past the retention period for even semi-permanent records retention which is 5 years. Lt. Gately sees no reason to keep the records. Upon the motion of Commissioner Van Beek and second by Commissioner Smith the Board voted unanimously to sign the resolution classifying and authorizing the destruction of certain Canyon County Sheriff's Office Records (see resolution no. 22-028).

*A request was made to go into Executive Session as follows:*

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

Commissioner Van Beek made a motion to go into Executive Session at 9:07 a.m. pursuant to Idaho Code, Section 74-206(1) (d) and (f) records exempt from public disclosure and communicate with legal counsel regarding pending/imminently likely litigation. The motion was seconded by Commissioner Smith. A roll call vote was taken on the motion by Deputy Clerk Jenen Ross with Commissioners Van Beek, White and Smith voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Keri Smith and Leslie Van Beek, Deputy P.A. Zach Wesley, Deputy P.A. Doug Robertson, Fair Director Diana Sinner, Facilities Rick Britton, Clerk Chris Yamamoto, Controller Zach Wagoner and Cole Koba with Paradigm. Commissioner White participated via conference call. The Executive Session concluded at 9:25 a.m. with no decision being called for in open session.

Mr. Wesley said a final action item will be brought back at a later time.

The meeting concluded at 9:25 a.m. An audio recording is on file in the Commissioners' Office.

DETAILED MINUTES TO COME AT A LATER TIME

Public hearing

Consider amending Chapter 7, Articles 2, 17, and 18, Zoning Regulations, of the Canyon County Code of Ordinances; and severability clauses; and effective dates to include provisions for the land division of parcels created prior to September 6, 2004 and other amendments regarding the division of property. The amendment includes the following:

Chapter 7, Article 2, Section 3, Definitions: Amend the definition of original parcel

Chapter 7, Article 17, Section 3, Subsection 3: Jurisdiction: Amendment to subsections (a), (b), and (f) regarding agricultural parcels, parcels created by settlement or court decree and division of land fewer than five parcels from the original. Article 18: Administrative Land Divisions. Chapter 7, Article 18: Amendment to include separate sections for purpose, applicability and application requirements and provisions, separate and amend provisions and requirements for land division in an "A" zone and divisions in other zones (Section 07-18-01), amendment to Section 07-18-05 (Administrative Division and Relocation of Building Permits between Contiguous Parcels in an Agricultural Zone) regarding removal of ownerships of contiguous parcels requirements and other minor amendments to subsection (4), amendment to Section 07-18-07 (Land Divisions by Judicial Division) to provide clarification to the requirements, and minor amendments

Action Item: The Board will consider whether to grant the request and issue:

Findings of Fact, Conclusions of Law & Order

Amended Ordinance

Legal Notice of Amended Ordinance

\*Continued to 4.8.22 at 9:00 a.m.

#### DETAILED MINUTES TO COME AT A LATER TIME

Weekly meeting with the Director of Development Services to discuss general issues, set policy and give direction

\*Continued from 3.7.22

#### PUBLIC HEARING TO REVIEW STAR AREA OF CITY IMPACT, CASE NO. OR2021-0031

The Board met today at 3:07 p.m. for a continued public hearing to review the Star Area of City Impact, case no. OR2021-0031. Present were: Commissioners Keri Smith and Leslie Van Beek, Deputy P.A. Zach Wesley, Director of DSD Steve Fultz, DSD Planning Official Dan Lister, DSD Planner Kate Dahl, Middleton Mayor Steve Rule, Middleton City Clerk Becky Crofts, Attorney Mark Hilty on behalf of the City of Middleton, Attorney Andrea Nielson on behalf of the City of Star, Trace Leighton, Rosalyn Studarus, Eileen Vanderpool, Steve Burton and other interested citizens, Rachel Spacek with the Idaho Press and Deputy Clerk Jenen Ross.

Commissioner Smith explained that at the last hearing on February 23, 2022 Commissioners Van Beek and White were hopeful there could be an agreement for mediation between the two cities. Attorneys Mark Hilty and Andrea Nielson were asked for an update the situation.

Ms. Nielson said she met with Star City council and the mayor on March 1<sup>st</sup> where she reviewed the type of mediation that was discussed at the previous meeting. Star is very amenable to mediation and several different options were discussed including using Susan Buxton as a mediator. Star is willing to come to the table, to the mediation with an open mind and a willingness to come to a resolution. They would like to see the negotiation team consist of the mayor, the city attorney and possibly a planning staff member. Since the city council meeting on the 1<sup>st</sup> they've

had an opportunity to review the letter that was provided by the City of Middleton on March 4<sup>th</sup>, she feels that a lot of the preconditions that were set forth as requirements for agreement prior to mediation are really antithetical to what mediation is. The preconditions as to whether annexation should or should not take place and in what areas is at the heart of the matter of the disputes between the map. It is the City of Star's position that, while they are open to discussion, they would prefer to discuss it with the benefit of the mediator which is the purpose of why all parties agreed that mediation would be beneficial to assist in the communication. She reiterated that the Star City Mayor, attorney and a planning staff member have been designated to negotiate on behalf of the city but that if a resolution is reached it would need to be formally ratified by the city council. She doesn't see that it would be an issue as the city council is in alignment with the Mayor. Ms. Nielson also noted that she thinks it is cleaner from an open meeting law and a municipal law standpoint to have the mayor handling the negotiations.

Mr. Hilty said this issue was also discussed with the Middleton City council last week and what come from that meeting is embodied in the letter that was sent on Friday, March 4<sup>th</sup> (a copy of the letter is on file with this day's minutes). There are a couple of conditions – one being that the city councils participate in the mediation, that is important to the Middleton city council. Additionally, if there is going to be a negotiation about a line between the two cities, that line should mean something. The frustrating part for the City of Middleton is that the City of Star has annexed wherever it can find willing property owners to annex into the city with no impact area. If there is going to be discussion about establishing an impact area between the cities there should be an agreement that the line will be respected by both sides. Those are not pre-conditions that are antithetical to a successful process. It is the city councils that approve planning and annexing of property, that must approve an area of city impact. Middleton feels it's time for the city councils to sit down together in some format to see if there is a way to resolve the differences. Middleton realizes there are some issues to be worked out in regard to the open meeting law, confidentiality, and pending litigation.

Commissioner Van Beek asked why a city that is not incorporated into Canyon County is being given the right to continue to annex into Canyon County at the same level as a city that has an agreement in place. She then asked Mr. Hilty if his proposal is to have Star abide by the request that the county made last June, to not annex any additional property until a mediated agreement can be reached. Mr. Hilty indicated that the City of Middleton, as well as the county, has asked Star to no engage in the controversial category 'A' annexation while the issues are working to be resolved but they have not honored that. The letter that was sent from his office is more forward looking stating that if an impact area boundary is determined between the two cities, recognizing that Star has area within Canyon County and that Middleton has some impact area in there as well, that part of the establishment of that line would be that the two cities would agree that they shouldn't be annexing across. From Middleton's perspective, the impact area has relatively little significance if it doesn't form an area where the city has some assurance that it can plan, look at uses in the area and grow.

Commissioner Van Beek asked if there has been any consideration given to the property owners that may not want to belong to either city and remain in the county. Mr. Hilty said he has not

talked to Ms. Nielson or Star about that although there were internal conversations with his client. Ms. Nielson addressed the subject of category 'A' annexations, they are not controversial, Idaho Code has always protected a voluntary annexation differently than an involuntary annexation. To her it doesn't sound like the two parties are that far off as to what could be negotiated but it's not something that can be negotiated until the areas of city impact are known. In response to a question from Commissioner Van Beek about residents who don't want to be in either area of incorporation, Ms. Nielson said that one of the proposals made by the City of Star is that if the City of Middleton would be willing to reduce their area of city impact to a certain amount, the City of Star would be willing to mirror that same reduction in the proposed area of city impact which would provide area for anyone who does not want to be part of either city. There could a separate agreement as far as where the line is for category 'A' annexations that way it protects the private property interest of those who live in-between the two areas of city impact. It is Star's position to not enter into a mediation where they've already boxed themselves in a negotiation corner before even meeting with the mediator and had a chance to discuss what all the issues are. And if the parties can't agree on mediation the City of Star just asks that the Board provide that vote so that they can move forward with the process as outlined in Idaho Code.

Commissioner Van Beek asked Ms. Nielson if having the city council as part of the negotiations is a deal breaker. Ms. Nielson said it's not who they would have on the negotiation team and there are issues with the open meeting law; the City of Star is basically proposing a dual city council meeting. Their position is to make it as simple as possible for the mediator to address the real issues by focusing on the mayors, the city attorneys and maybe a planner in order to keep everyone focused. Ms. Nielson said that Star's city council has already provided that authorization and fully intends to support the decision that's reached and formalize the agreement by ratification afterwards.

Commissioner Van Beek asked Mr. Hilty if it is a deal breaker if the negotiations consist of just the mayor, attorney and planner. Mr. Hilty said that he had specific instruction from his city council that they want the two city councils to meet. He feels this is a better path forward to resolution because otherwise there will be a relay of information to a third party who may have questions that weren't answered or asked; he feels it would be much more efficient to have those decision makers present as the issues are resolved. He's not saying he wouldn't go back and talk with the city council but at this point it is a condition for proceeding, that Star city council participate in the negotiation. At the request of Commissioner Van Beek, Mr. Hilty addressed questions about the logistics of having two cities participate in mediation as far as noticing requirements and taking place in either an open meeting or an executive session.

Ms. Nielson said she has spoken with Star's attorney, Chris Yorgason, about having dual city councils and open meeting law issues, and it is Star's position that this is not the type of mediation that they would want to be a part of. It was discussed at the last meeting that the mayors and one commissioner would take part in the mediation which is what Star believes to be the most appropriate way to mediate this with both city's having to ratify with the city council. This way each city council would have the benefit of their own executive session at their own city council hearing. Ms. Nielson and Mr. Yorgason are unsure about how the open meeting law/executive

session would affect both city councils and a mediator having a dual meeting. Ms. Nielson reiterated that the city of Star is comfortable with the mayors and the commissioners participating in mediation. She feels this is a very reasonable proposition for mediation and if Middleton is not willing to agree to have mediation that was discussed last time, then Star would rather have the vote and proceed with legal remedies.

Commissioner Smith asked if mediation could move forward with the attorneys, the mayors and a planner. Mr. Hilty said that he does not have the authority to agree to that based on the instruction he's received from his client. In response to Commissioner Smith's question about rendering a decision, Mr. Hilty thinks that the Board could instruct him to go back and talk with the city council about the mediation format that Star would like, instruct Ms. Nielson to go back and talk to the City of Star about the format that Middleton would like or decide today that the city councils can't come together on a negotiation and proceed with a decision. Ms. Nielson added that if it were to happen where the commissioners created the overlap, there is a period of time already built in the statute for the cities to separately negotiate, that could also be done thru a mediator and Star is happy to do that after the vote and the overlap of area of city impact. However, unless the overlap is created there is no opportunity for that to occur within the statute. Mediation could take place but it would be a mediation that would be based on each party coming to the table without preconditions because there are no preconditions in LUPA 67-6526, it's just a negotiation. In regard to condition no. 2, Ms. Nielson said she doesn't want to overstate Star's position, it's not that they are amenable to that as a precondition prior to mediation it's that they are amenable to discussing that within the context of mediation which is one of the purposes of mediation.

As a point of clarification, Commissioner Smith said that because the deadline has now passed Star has the right to seek judicial review because the Committee of 9 made a recommendation, they adopted it but the county did not. Commissioner Smith feels that the City of Star already has the option to seek judicial review. In response to comment from Commissioner Van Beek, Ms. Nielson clarified they are seeking a vote from the Board of County Commissioners on the proposed area of city impact, that way they have the benefit of a decision to bring to a judicial review. Commissioner Smith noted that if the vote is 'yes' and in agreement with the Committee of 9 that will essentially move it onto Middleton and Star anyway. It has overlapping boundaries so at that point either city could request a judicial review if they can't come to an agreement. Mr. Wesley said they could first request a recommendation from the county commissioners, if the cities don't adopt that recommendation then there is a procedure for the citizens/voters within that overlap to decide which area of impact they want to belong in. Commissioner Smith further clarified, stating that if the Board says 'yes' then one of the cities comes back to the Board stating they can't agree on the overlap then they can ask the Board to create a line at that point. If there is still an impasse it would then go to the voters.

Commissioner Van Beek is at the point she would ask the attorneys to go back to their clients to see if there is a way to come together before it goes to the judicial. In her opinion it eliminates a third option. Commissioner Smith pointed out that is also a failure to act. Commissioner Van Beek understands but she doesn't hear an unwillingness on the part of either attorney to go back. Ms.

Nielson said that if Middleton would like to go back and discuss further, that is certainly their position, but Star will have no other executive session discussion on this matter. With that information, Commissioner Van Beek asked if Mr. Hilty would be willing to go back and have further discussion with his client. Mr. Hilty said that if that is the direction of the Board he will go back and have that discussion but he is not hopeful of the outcome. The other option would be for the Board to decide today, based on Star not being willing to revisit their position.

Commissioner Smith asked both Mr. Hilty and Ms. Nielson if either of them will be okay with overlapping boundaries. Mr. Hilty said that Middleton will say they do not agree with overlapping boundaries. Mr. Hilty also clarified that if the Board creates an overlapping boundary then the cities are required to negotiate, if that is unsuccessful then they can seek a recommendation from the Board, if that recommendation is not acceptable to one of the cities then there is a vote of the individuals that would be living in the overlapping area.

In response to a question from Commissioner Van Beek, Mr. Wesley said that the overlapping area doesn't have a judicial component, it's the creation of the initial area of impact that has the judicial component. Ms. Nielson said the City of Star would have standing to contest, thru judicial review, the decision which is already past due. Mr. Hilty said his understanding is that if the Board votes 'no' on the Committee of 9 recommendation it could be headed for declaratory judgement action (judicial review), if the Board votes 'yes' to create the overlapping impact area then the process moves towards a vote.

After discussion regarding the possibility of continuing this meeting to a time when the full Board would be present and each attorney has had a chance to speak with their respective city councils, Commissioner Smith said she would like to give this 24-hours so that the Board can fully consider the ramifications of failing to make a decision and what it would mean to agree with the Committee of 9 decision. Commissioner Van Beek made a motion to continue this hearing to March 10, 2022 at 11:00 a.m. The motion was seconded by Commissioner Smith with discussion noting that the intent is to render a decision and fully understand the ramifications of not rendering a decision and understanding the benefits, whether the Board agrees with the boundary of the Committee of 9 or not, the benefits of being able to move forward and let the process happen. The motion carried unanimously. The meeting concluded at 3:52 p.m. An audio recording is on file in the Commissioners' Office.

MARCH 2022 TERM

CALDWELL, IDAHO     MARCH 9, 2022

PRESENT:     Commissioner Keri K. Smith, Chair  
                 Commissioner Leslie Van Beek, Vice Chairman  
                 Commissioner Pam White - **OUT**  
                 Deputy Clerks Monica Reeves/Jenen Ross



#### APPROVED CLAIMS ORDER NO. 2212

- The Board of Commissioners approved payment of County claims in the amount of \$1,904,630.20 for a County payroll

#### APPROVED CLAIMS

- The Board has approved claims 582617 to 582653 in the amount of \$34,036.14
- The Board has approved claims 582753 to 582754 in the amount of \$1,432.25
- The Board has approved claims 582480 to 582507 in the amount of \$13,369.87

#### APPROVED EMPLOYEE STATUS CHANGE FORM

- The Board approved an employee status change form for Danielle Scarlett, Deputy Attorney Criminal

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order:

- Lowes in the amount of \$3133.20 for Facilities Department

#### APPROVED COMMUTER VEHICLE AUTHORIZATION FORMS

- The Board approved commuter vehicle authorization forms for Katy Clark and Sydney Davis

#### DETAILED MINUTES TO COME AT A LATER TIME

Public hearing to consider a request by Sierra Vista Properties, Inc. for a conditional rezone with development agreement: Case no. RZ2021-0046 & SD2021-0038

Action Item: The Board will consider whether to grant the request and issue:

Findings of Fact, Conclusions of Law & Order

Development Agreement

Ordinance

\*THIS MEETING WILL BE CONTINUED TO 3.30.22 AT 9:30 A.M.

#### DETAILED MINUTES TO COME AT A LATER TIME

Action Items: Consider signing resolution appointing members to the Canyon County Planning and Zoning Commission (Resolution nos. 22-029 and 22-030)

DETAILED MINUTES TO COME AT A LATER TIME

Joint workshop with Canyon County Commissioners and P&Z Commissioners to discuss the Comprehensive Plan Update

Location: Administration Building Public meeting room

**MARCH 2022 TERM**

**CALDWELL, IDAHO     MARCH 10, 2022**

**PRESENT:**     Commissioner Keri K. Smith, Chair  
Commissioner Leslie Van Beek, Vice Chairman  
Commissioner Pam White - **OUT**  
Deputy Clerks Monica Reeves/Jenen Ross

APPROVED CLAIMS

- The Board has approved claims 582698 to 582714 in the amount of \$7,936.50
- The Board has approved claims 582544 to 582575 in the amount of \$72,381.72
- The Board has approved claim 582697 in the amount of \$3,941.34
- The Board has approved claims 582715 to 582752 in the amount of \$65,465.52
- The Board has approved claims 582441 to 582479 in the amount of \$170,547.19
- The Board has approved claims 582509 to 582543 in the amount of \$68,485.43
- The Board has approved claims 582576 to 582616 in the amount of \$108,911.27

APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- Shilo Automatic Sprinklers in the amount of \$1645.00 for Facilities Department
- W2W Flooring in the amount of \$14920.14 for Facilities Department
- Bridge Brothers in the amount of \$42345.60 for Facilities Department
- L&W Supply in the amount of \$5716.62 for Facilities Department
- Interstate Electric in the amount of \$1540.59 for Facilities Department

APPROVED EMPLOYEE STATUS CHANGE FORM

- The Board approved an employee status change form for Chimene Eisfelder, Deputy Sheriff Inmate Control; Brian Richard, Deputy Sheriff Inmate Control

DETAILED MINUTES TO COME AT A LATER TIME

Medical indigency appeal hearings and decisions

Action item: Consider approval/denial of indigent decisions and signing of liens

Action Item: Consider applications on appeal of initial determination (names and other information withheld pursuant to Idaho Code §74-106(4) and (6))

DETAILED MINUTES TO COME AT A LATER TIME

Meeting with county attorneys for legal staff update

Action Item: Consider signing invitation for bids for Canyon County Fair Expo Building audio/visual equipment and installation

Action Item: Consider signing legal notice inviting bids for Canyon County Fair Expo Building audio/visual equipment and installation

DETAILED MINUTES TO COME AT A LATER TIME

Executive session to consider personnel matter pursuant to Idaho Code, Section 74-206 (1) (a) and (b)

DETAILED MINUTES TO COME AT A LATER TIME

Continued public hearing to review Star Area of City Impact: Case no. OR2021-0031

Action item: Consider establishing City of Star area of city impact boundary

Action item: Consider adopting City of Star area of city impact ordinance.

This hearing was continued from February 23, 2022 and March 8, 2022

MARCH 2022 TERM

CALDWELL, IDAHO     MARCH 11, 2022

PRESENT:     Commissioner Keri K. Smith, Chair – **worked remotely**  
                 Commissioner Leslie Van Beek, Vice Chairman  
                 Commissioner Pam White - **OUT**  
                 Deputy Clerks Monica Reeves/Jenen Ross

#### APPROVED EMPLOYEE STATUS CHANGE FORM

- The Board approved an employee status change form for Misty A. Huffsturler, Legal Assistant I; Greg Swanson, Criminal Deputy III

There were no meetings scheduled this day.

#### MARCH 2022 TERM

CALDWELL, IDAHO     MARCH 14, 2022

PRESENT:     Commissioner Keri K. Smith, Chair – **worked remotely**  
                 Commissioner Leslie Van Beek, Vice Chairman  
                 Commissioner Pam White – **attended Sequential Intercept Mapping workshop**  
                 Deputy Clerks Monica Reeves/Jenen Ross

There were no meetings scheduled this day.

#### MARCH 2022 TERM

CALDWELL, IDAHO     MARCH 15, 2022

PRESENT:     Commissioner Keri K. Smith, Chair  
                 Commissioner Leslie Van Beek, Vice Chairman  
                 Commissioner Pam White  
                 Deputy Clerks Monica Reeves/Jenen Ross

#### APPROVED CLAIMS

- The Board has approved claims 582853 to 582893 in the amount of \$82,255.64
- The Board has approved claims 582823 to 582852 in the amount of \$29,521.35
- The Board has approved claims 582617 to 582653 in the amount of \$34,036.14
- The Board has approved claims 582344 to 582390 in the amount of \$80,198.11
- The Board has approved claims 582755 to 582793 in the amount of \$170,295.38
- The Board has approved claims 582794 to 582820 in the amount of \$18,531.18

- The Board has approved claim 582821 in the amount of \$42,345.60
- The Board has approved claim 582822 in the amount of 179.75
- The Board has approved Elections claims in the amount of \$15,749.00

#### APPROVED EMPLOYEE STATUS CHANGE FORM

- The Board approved an employee status change form for Gisela Moreno Garibay, Senior Customer Service Representative

#### APPROVED CATERING PERMIT

- The Board approved an Idaho Liquor Catering Permit for La Michoacana Mexican Restaurant AKA LA Michoacana

#### APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- Grainger in the amount of \$10,191.20 for Facilities Department
- Grainger in the amount of \$3,407.18 for Facilities Department
- A-Gem Supply in the amount of \$7,781.00 for Facilities Department

#### FILE TREASURER'S REPORTS IN MINUTES

- The Board filed the Treasurer's monthly report for January 2022.

#### DETAILED MINUTES TO COME AT A LATER TIME

*Action Items:*

*Action Item: Consider signing resolution declaring certain property as odd-lot property and authorizing the sale thereof*

*Action Item: Consider signing legal notice declaring certain property as odd-lot and intent to sale*

#### DETAILED MINUTES TO COME AT A LATER TIME

Public hearing to consider a request by John Cotner & Hawk View Estates Subdivision for a rezone and preliminary plat: Case nos. RZ2021-0034 & SD2021-0021

Action Item: The Board will consider whether to grant the request and issue:

Findings of Fact, Conclusions of Law & Order

Ordinance

## CANVASS MARCH 8, 2022 ELECTION - CANYON COUNTY ELECTIONS OFFICE

The Board canvassed election results for the March 8, 2022 Consolidated Election. The official documents were presented by Elections staff and were signed in the Elections Office.

### DETAILED MINUTES TO COME AT A LATER TIME

Action Items:

Action Item: Consider establishing City of Star area of city impact boundary map

Action Item: Consider adopting City of Star area of city impact ordinance

### DETAILED MINUTES TO COME AT A LATER TIME

Executive session to consider personnel matter pursuant to Idaho Code, Section 74-206 (1) (a) and (b)

MARCH 2022 TERM

CALDWELL, IDAHO      MARCH 16, 2022

PRESENT:      Commissioner Keri K. Smith, Chair  
                 Commissioner Leslie Van Beek, Vice Chairman  
                 Commissioner Pam White  
                 Deputy Clerks Monica Reeves/Jenen Ross

### APPROVED EMPLOYEE STATUS CHANGE FORM

- The Board approved an employee status change form for Richard Cabana, Deputy Judicial Marshal; Michael Bruce Mauldin, Deputy Judicial Marshal; Delbert Charles Lamb, Deputy Judicial Marshal

### DETAILED MINUTES TO COME AT A LATER TIME

Monthly meeting with the Fair Director to discuss general issues, set policy and give direction

DETAILED MINUTES TO COME AT A LATER TIME

Public hearing to consider a request by Martin Maestrejuan for a comprehensive plan map amendment, conditional rezone, development agreement and preliminary plat for Flying Arrow Landing Subdivision

MARCH 2022 TERM

CALDWELL, IDAHO     MARCH 17, 2022

PRESENT:     Commissioner Keri K. Smith, Chair  
                 Commissioner Leslie Van Beek, Vice Chairman  
                 Commissioner Pam White  
                 Deputy Clerks Monica Reeves/Jenen Ross

APPROVED EMPLOYEE STATUS CHANGE FORM

- The Board approved an employee status change form for Brenda Stone, Interpretive Specialist; Kelsey Rush, Deputy Sheriff – Patrol

DETAILED MINUTES TO COME AT A LATER TIME

Medical Indigency Decisions

Action item: Consider approval/denial of indigent decisions and signing of liens

DETAILED MINUTES TO COME AT A LATER TIME

Action Item: Consider signing Treasurer's tax charge adjustments by PIN for February 2022

DETAILED MINUTES TO COME AT A LATER TIME

Meeting with county attorneys for legal staff update and action items:

Action Item: Consider signing declaration and notice of sole source procurement for Pod 5 roof replacement

Action Item: Consider signing resolution waiving certain Landfill fees for Canyon County residents for one day only on Saturday, April 23, 2022



Action Item: Consider signing FY2022 Pickles Butte Sanitary Landfill dust control system project solicitation of bids

DETAILED MINUTES TO COME AT A LATER TIME

Action Items:

Action Item: Consider signing resolutions for Greg Payne who is requesting a refund for a withdrawn rezone application

Action Item: Consider new alcoholic beverage license for Summit Auctions LLC dba Summit Auctions

DETAILED MINUTES TO COME AT A LATER TIME

Meeting with Eide Bailly to review FY2021 audit report

DETAILED MINUTES TO COME AT A LATER TIME

Executive Session, pursuant to Idaho Code, Section 74-206(1)(e)

Consider preliminary negotiations involving trade or commerce in which the county is in competition with governing bodies in other states or nations

DETAILED MINUTES TO COME AT A LATER TIME

Monthly Code Enforcement meeting to discuss general issues, set policy and give direction

DETAILED MINUTES TO COME AT A LATER TIME

Monthly meeting with the Weed & Gopher Superintendent to discuss general issues, set policy and give direction

MARCH 2022 TERM

CALDWELL, IDAHO     MARCH 18, 2022

PRESENT:     Commissioner Keri K. Smith, Chair  
                 Commissioner Leslie Van Beek, Vice Chairman

Commissioner Pam White  
Deputy Clerks Monica Reeves/Jenen Ross

#### APPROVED EMPLOYEE STATUS CHANGE FORM

- The Board approved an employee status change form for Rebecca Ramsey, Weed & Gopher Control Technician; Jeff Foreman, Maintenance Supervisor; Guy Bollinger, Maintenance Specialist; Carl Dille, Maintenance Superintendent

#### APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- Acco in the amount of \$8,900.00 for Facilities Department
- Sherwin Williams in the amount of 4,832.00 for Facilities Department

There were no meeting held this day.

MARCH 2022 TERM  
CALDWELL, IDAHO      MARCH 21, 2022

PRESENT: Commissioner Keri K. Smith, Chair – **OUT (worked remotely in the afternoon)**  
Commissioner Leslie Van Beek, Vice Chairman - **OUT**  
Commissioner Pam White - **OUT**  
Deputy Clerks Monica Reeves/Jenen Ross

#### MARCH 21, 2022 AGENDA ITEMS WERE CANCELLED OR RESCHEDULED

The following agenda items were cancelled or rescheduled due to a lack of quorum:

- 11:00 am Bi-weekly meeting with HR Staff to discuss general issues, set policy and give direction - **Rescheduled to 3.22.22 at 2:30 p.m.**
- 11:30 am Weekly meeting with Public Information Officer to discuss general issues, set policy and give direction
- 1:30 pm Weekly meeting with the Director of Development Services to discuss general issues, set policy and give direction

MARCH 2022 TERM

CALDWELL, IDAHO MARCH 22, 2022

PRESENT: Commissioner Keri K. Smith, Chair - **OUT**  
Commissioner Leslie Van Beek, Vice Chairman - **OUT**  
Commissioner Pam White - **OUT**  
Deputy Clerks Monica Reeves/Jenen Ross

APPROVED CLAIMS ORDER NO. 2213

- The Board of Commissioners approved payment of County claims in the amount of \$1,807,709.45 for a County payroll

MARCH 21, 2022 AGENDA ITEMS WERE CANCELLED OR RESCHEDULED

The following agenda items were cancelled or rescheduled due to a lack of quorum:

- 1:30 Pm Monthly meeting with Public Defender to discuss general issues, set policy and give direction
- 2:00 Pm Monthly meeting with the County Agent to discuss general issues, set policy and give direction
- 2:30 pm Bi-Weekly meeting with the HR Staff to discuss general issues, set policy and give direction

MARCH 2022 TERM

CALDWELL, IDAHO MARCH 23, 2022

PRESENT: Commissioner Keri K. Smith, Chair - **OUT**  
Commissioner Leslie Van Beek, Vice Chairman - **OUT**  
Commissioner Pam White  
Deputy Clerks Monica Reeves/Jenen Ross

APPROVED EMPLOYEE STATUS CHANGE FORM

- The Board approved an employee status change form for Cale Jacobus Welling, Deputy Sheriff – Inmate Control; Charles Bryce Chaloupsky, Deputy Sheriff – Inmate Control

#### APPROVED CATERING PERMIT

- The Board approved an Idaho Liquor Catering Permit for Raising Our Bar LLC dba Raising Our Bar to be used 4/2/22; 4/9/22; 4/10/22; 4/15/22; 4/22/22; 4/23/22; 4/28/22; Moad LLC dba O'Michael's Pub & Grill to be used 4/29/22; 4/30/22

#### APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- City of Caldwell in the amount of \$1,569.00 for Facilities Department
- Franz Witte in the amount of \$45,869.02 for Facilities Department
- Atlas in the amount of \$3,320.00 for Facilities Department
- Architectural Class & Glazing in the amount of \$4,416.00 for Development Services
- Elevate Technology in the amount of \$1,560.00 for Information Technology
- Right! Systems Inc. in the amount of \$2,000.00 for Information Technology
- Right! Systems Inc. in the amount of \$2,645.74 for Information Technology

There were no meeting held this day.

MARCH 2022 TERM

CALDWELL, IDAHO MARCH 24, 2022

PRESENT: Commissioner Keri K. Smith, Chair – **via teleconference**  
 Commissioner Leslie Van Beek, Vice Chairman - **OUT**  
 Commissioner Pam White  
 Deputy Clerks Monica Reeves/Jenen Ross

#### APPROVED EMPLOYEE STATUS CHANGE FORM

- The Board approved an employee status change form for Brenda Sanchez, Sr. Administrative Specialist – Community Service; Syndi Whitmire, Auditing Specialist

### APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- Hess Construction in the amount of \$8,849.00 for Facilities Department
- Amazon and or Best Buy (whichever is cheapest) in the amount of \$6436.91 (+tax) for Prosecuting Attorney's Office
- Uniforms 2 Gear in the amount of \$4717.44 for Prosecuting Attorney's Office
- Amazon and or Best Buy (whichever is cheapest) in the amount of \$7822.14 for Prosecuting Attorney's Office

### MEETING TO CONSIDER MATTERS RELATED TO MEDICAL INDIGENCY

The Board met today at 9:02 a.m. to consider matters related to medical indigency. Present were: Commissioner Pam White, Commissioner Keri Smith via teleconference, Director of Indigent Services Yvonne Baker and Deputy Clerk Jenen Ross.

Case nos. 2022-364, 2022-385 and 2022-471 do not meet the eligibility criteria for county assistance and upon the motion of Commissioner Smith and second by Commissioner White the Board voted unanimously to issue initial denials.

Neither the hospital nor the applicant appeared for case no. 2022-168 and upon the motion of Commissioner Smith and second by Commissioner White the Board voted unanimously to issue a final denial.

Commissioner White made a motion to continue case no. 2022-176 to May 26, 2022. The motion was seconded by Commissioner Smith and carried unanimously.

Commissioner Smith made a motion to issue a final denial on case no. 2021-891. The motion was seconded by Commissioner White and carried unanimously.

Liens were presented for Board signatures.

Director Baker spoke about a subordination agreement for case no. 2007-522. This subordination was previous approved by the Board but since that time the loan amount has changed from \$202,000 to \$230,000 and the underwriter is requesting a new subordination agreement. Ms. Baker noted that the county does not have much standing in this matter as the applicant filed for Chapter 7 bankruptcy therefore the county is not permitted to contact them for payment. Commissioner White made a motion recognizing the increased amount. The motion was seconded by Commissioner Smith and carried unanimously.

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

MARCH 2022 TERM

CALDWELL, IDAHO MARCH 25, 2022

PRESENT: Commissioner Keri K. Smith, Chair  
Commissioner Leslie Van Beek, Vice Chairman - **OUT**  
Commissioner Pam White  
Deputy Clerks Monica Reeves/Jenen Ross

#### APPROVED CLAIMS

- The Board has approved claims 583050 to 583074 in the amount of \$25,218.91
- The Board has approved claims 583139 to 583156 in the amount of \$14,340.00
- The Board has approved claims 583117 to 583138 in the amount of \$36,159.12
- The Board has approved claims 583075 to 583116 in the amount of \$43,287.36
- The Board has approved claims 582932 to 582971 in the amount of \$35,046.25
- The Board has approved claims 583008 to 583049 in the amount of \$53,848.02
- The Board has approved claims 582894 to 582931 in the amount of \$72,109.55
- The Board has approved claims 582972 in the amount of \$289.25
- The Board has approved claim 1247044.66 in the amount of \$1,247,044.61
- The Board has approved claims 582973 to 583007 in amount of \$95,001.45
- The Board has approved claims 583196 to 583231 in the amount of \$78,715.49
- The Board has approved claims 583157 to 583195 in the amount of \$42,493.88

#### APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- Pipeco in the amount of \$33,354.58 for Facilities Department
- BOE in the amount of \$7,693.00 for Information Department
- Jamf in the amount of \$7,560.00 for Information Department

There were no meeting held this day.

MARCH 2022 TERM

CALDWELL, IDAHO MARCH 28, 2022



PRESENT: Commissioner Keri K. Smith, Chair  
Commissioner Leslie Van Beek, Vice Chairman  
Commissioner Pam White  
Deputy Clerks Monica Reeves/Jenen Ross

#### APPROVED CLAIMS

- The Board has approved claims 583319 in the amount of \$30,000.00
- The Board has approved claims 583269 to 583294 in the amount of \$13,558.77
- The Board has approved claims 583295 to 583318 in the amount of \$487,638.75
- The Board has approved claims 583234 in the amount of \$2,394.50
- The Board has approved claims 583233 in the amount of \$1,569.00

#### APPROVED EMPLOYEE STATUS CHANGE FORM

- The Board approved an employee status change form for Valerie Cruz, Court Clerk I; Julieann Holm, Court Clerk I; Hannah Heaton, Juvenile Probation Officer

#### APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- Pig in the amount of \$4344.00 for Solid Waste Department

#### DETAILED MINUTES TO COME AT A LATER TIME

Action Item: Consider new alcoholic beverage license for Darice Feigel dba The Undiscovered Barrel

#### DETAILED MINUTES TO COME AT A LATER TIME

Discussion regarding the FY2022 compensation plan

#### DETAILED MINUTES TO COME AT A LATER TIME

Weekly meeting with the Director of Development Services to discuss general issues, set policy, give direction and action items:

Action Item: Consider signing FCO's for Martin Maestrejuan/Flying Arrow Landing Subdivision: Case No. OR2021-0027/CR2021-0010/SD2021-0049

Action Item: Consider signing approval documents regarding Russ and Vicki Elsberry's request for a comprehensive plan map amendment and conditional rezone, Case Nos. OR2020-0009 & CR2020-0013

\*Findings of Fact, Conclusions of Law, & Order

\*Development Agreement

\*Ordinance

\*Resolution

DETAILED MINUTES TO COME AT A LATER TIME

Monthly meeting with Fleet Director to discuss general issues, set policy and give direction

DETAILED MINUTES TO COME AT A LATER TIME

Weekly meeting with Public Information Officer to discuss general issues, set policy and give direction

MARCH 2022 TERM

CALDWELL, IDAHO MARCH 29, 2022

PRESENT: Commissioner Keri K. Smith, Chair  
Commissioner Leslie Van Beek, Vice Chairman  
Commissioner Pam White  
Deputy Clerks Monica Reeves/Jenen Ross

APPROVED EMPLOYEE STATUS CHANGE FORM

- The Board approved an employee status change form for Martha Williams, Customer Service Specialist-Pre trial; Michelle Lynette Pratt, Cust. Serv. Spec. Records

DETAILED MINUTES TO COME AT A LATER TIME

Meeting with county attorneys for legal staff update and action items:

Action Item: Consider signing Ordinance Amending Ordinance No. 18-016 amending Chapter 2, Article 1, Section 9 civil enforcement procedure of Canyon County Code of Ordinances; and severability clauses; and effective dates

Action Item: Consider signing Summary of Ordinance No. 22-005 amending Ordinance No. 18-016 Chapter 2, Article 1, Section 9 civil enforcement procedure, of Canyon County Code of Ordinances

Action Item: Consider signing Amendment No. 2 to Canyon County agreement with Cole Architects Agreement No. 19-127

Action Item: Consider signing resolution classifying certain records of the Canyon County Prosecuting Attorney's Office and authorizing the destruction of certain juvenile case files/records

Action Item: Consider signing resolution classifying certain records of the Canyon County Prosecuting Attorney's Office and authorizing the destruction of certain criminal case files/records

DETAILED MINUTES TO COME AT A LATER TIME

Public hearing to consider a request by Ryan & Tanya Robinson for a conditional rezone: Case no. RZ2021-0042

Action Item: The Board will consider whether to grant the request and issue:

Findings of Fact, Conclusions of Law & Order

Ordinance

Development Agreement

DETAILED MINUTES TO COME AT A LATER TIME

Action Item: Consider signing a final plat for Britannia Heights Subdivision No. 7: Case No. SD2021-0020

DETAILED MINUTES TO COME AT A LATER TIME

Executive Session, pursuant to Idaho Code, Section 74-206(1)(e)

Consider preliminary negotiations involving trade or commerce in which the county is in competition with governing bodies in other states or nations

MARCH 2022 TERM

CALDWELL, IDAHO     MARCH 30, 2022

PRESENT:     Commissioner Keri K. Smith, Chair  
                 Commissioner Leslie Van Beek, Vice Chairman

Commissioner Pam White  
Deputy Clerks Monica Reeves/Jenen Ross

#### APPROVED CLAIMS

- The Board has approved claims 583320 to 583359 in the amount of \$36,437.89
- The Board has approved claims 583235 to 583268 in the amount of \$40,746.17

#### APPROVED EMPLOYEE STATUS CHANGE FORM

- The Board approved an employee status change form for Doug Robertson, Criminal Chief Deputy; Enrique Gutierrez, Criminal Deputy II; Janice Beller, Criminal Deputy II; Ellie Somoza, Criminal Deputy IV; Bryan Knox, Criminal Deputy IV; Andrew Haws, Criminal Deputy II; Zach Wesley, Criminal Deputy IV

#### APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- Western States in the amount of \$36547.57 for Solid Waste Department
- Right! Systems Inc. in the amount of \$30568.80 for Information Department
- Dell in the amount of \$1247.50 for Information Department
- Sunshine Window Cleaning in the amount of \$3245.00 for Facilities Department
- Global Industrial in the amount of \$4408.89 for Facilities Department

#### DETAILED MINUTES TO COME AT A LATER TIME

Monthly meeting with the Solid Waste Director to discuss general issues, set policy, give direction and action item:

Action Item: Consider signing a resolution authorizing an increase in the Solid Waste Department's petty cash account

#### DETAILED MINUTES TO COME AT A LATER TIME

Public hearing to consider a request by Sierra Vista Properties, Inc. for a conditional rezone with development agreement and preliminary plat: Case No. RZ2021-0046 & SD2021-0038

Action Item: The Board will consider whether to grant the request and issue:

Findings of Fact, Conclusions of Law & Order

Development Agreement

Ordinance

DETAILED MINUTES TO COME AT A LATER TIME

Public hearing to consider offer to purchase County property located at O Pond Lane

DETAILED MINUTES TO COME AT A LATER TIME

Action item: Consider resolution authorizing specific deviations from FY22 Compensation Plan (Prosecuting Attorney's Office)

DETAILED MINUTES TO COME AT A LATER TIME

Meeting to discuss the 2021 Ratio Study

DETAILED MINUTES TO COME AT A LATER TIME

Monthly meeting with Public Defender to discuss general issues, set policy and give direction

MARCH 2022 TERM

CALDWELL, IDAHO MARCH 31, 2022

PRESENT: Commissioner Keri K. Smith, Chair  
Commissioner Leslie Van Beek, Vice Chairman  
Commissioner Pam White  
Deputy Clerks Monica Reeves/Jenen Ross

APPROVED EMPLOYEE STATUS CHANGE FORM

- The Board approved an employee status change form for Elizabeth Tellez, Juvenile Detention Field Training Officer; Ruth Everhart, Juvenile Detention Field Training Officer; Mary Gomez, Assistant Director of Misdemeanor Probation; Jessica Tim, Cust. Serv. Spec. Booking; Aidan Lorenz, Elections Specialist; Adelia Martinez, Records/Passport Specialist; Matt Alarcon, Civil Area Supervisor; Marah Meyer, Clerk IV-Civil Lead

APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- SBI Contracting Inc. in the amount of \$39,875.00 for Facilities Department

DETAILED MINUTES TO COME AT A LATER TIME

Medical Indigency Decisions

Action Item: Consider approval/denial of indigent decisions and signing of liens

DETAILED MINUTES TO COME AT A LATER TIME

Meeting with county attorneys for legal staff update and action items:

Action Item: Consider signing MOU with United Way of Treasure Valley Inc. for Truancy Prevention Kicking-Off School 2022 Community Event

Action Item: Consider Nampa Fire Protection District's claim for corrective action on two tax parcels

DETAILED MINUTES TO COME AT A LATER TIME

Meeting to take comment regarding sole source procurement for the Pod 5 roof at the Canyon County Jail

DETAILED MINUTES TO COME AT A LATER TIME

Public hearing to consider a request by T-O. Engineers for a comprehensive plan amendment, conditional rezone with development agreement and preliminary plat

Case nos. OR2021-0014, RZ2021-0029 & SD2021-0017

Action Item: The Board will consider whether to grant the request and issue:

Findings of fact, Conclusions of law and Order

Resolution

Ordinance

Development Agreement

DETAILED MINUTES TO COME AT A LATER TIME

Public hearing to consider a request by Terry Richards and Dave & Cami Larsen for a rezone: Case No. RZ2021-0036.

Action Item: The Board will consider whether to grant the request and issue:

Findings of Fact, Conclusions of Law & Order

Ordinance

DETAILED MINUTES TO COME AT A LATER TIME

Meeting with the Director of Information Technology to discuss general issues, set policy and give direction on claim batch approval and purchase orders in Onbase

THE MINUTES OF THE FISCAL TERM OF MARCH 2022 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 \_\_\_\_\_ day of \_\_\_\_\_, 2022.

CANYON COUNTY BOARD OF COMMISSIONERS

\_\_\_\_\_  
Commissioner Leslie Van Beek

\_\_\_\_\_  
Commissioner Keri K. Smith

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

ATTEST: CHRIS YAMAMOTO, CLERK

By: \_\_\_\_\_, Deputy Clerk