

JANUARY 2023 TERM
CALDWELL, IDAHO JANUARY 3, 2023

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

MEETING TO CONSIDER MATTERS RELATED TO MEDICAL INDIGENCY

ACTION ITEM: CONSIDER APPROVING COUNTY EXPENDITURE REPORT FOR PUBLIC DEFENSE COMMISSION

PUBLIC HEARING TO RECEIVE COMMENTS REGARDING THE PROPOSED INCREASE TO THE ON-SITE CREDIT CARD FEE FOR THE PICKLES BUTTE SANITARY LANDFILL

ACTION ITEM: CONSIDER SIGNING A RESOLUTION INCREASING THE ON-SITE CREDIT CARD FEE FOR THE PICKLES BUTTE SANITARY LANDFILL

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

ACTION ITEM: CONSIDER SIGNING PICKLES BUTTE SANITARY LANDFILL GAS WELL DRILLING INSTALLATION AGREEMENT WITH SD DRILLING INC.

ACTION ITEM: CONSIDER SIGNING RESOLUTION ADOPTING REVISED PERSONNEL MANUAL (EMPLOYEE HANDBOOK)

PUBLIC HEARING: PRELIMINARY PLAT (INCLUDING GRADING/DRAINAGE) FOR FTERA VIEWS SUBDIVISION (FORMERLY VALLEY VIEW RANCH #4), CASE NO. SD2020-0035

This case was tabled from December 21, 2022

JANUARY 2023 TERM
CALDWELL, IDAHO JANUARY 4, 2023

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 590897 to 590959 in the amount of \$63,418.91
- The Board has approved claims 590960 to 590999 in the amount of \$66,760.89
- The Board has approved claims 591000 to 591039 in the amount of \$373,136.89
- The Board has approved claims 591106 to 591120 in the amount of \$5,600.00
- The Board has approved claim 591260 in the amount of \$5,810.39
- The Board has approved claims 591261 to 591268 in the amount of \$30,860.68

APPROVED CATERING PERMITS

- The Board approved an Idaho Liquor Catering Permit for Raising Our Bar to be used 1/27/23.

APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- Oxarc Inc. in the amount of \$1999.00 for the Weed and Pest department
- Coble Co. in the amount of \$2005.00 for the Sheriff's Office
- Curtis Blue Line in the amount of \$2450.00 for the Sheriff's Office
- Pro Force in the amount of \$2732.81 for the Sheriff's Office

DETAILED MINUTES TO FOLLOW:

PUBLIC HEARING - REQUEST BY CANYON COUNTY DEVELOPMENT SERVICES DEPARTMENT TO CONSIDER A PUBLIC ROAD NAME CHANGE, CASE NO. RD2022-0034

*This case was continued to January 5, 2023 at 8:45 a.m.

CONSIDER SIGNING FINDINGS OF FACT, CONCLUSIONS OF LAW AND ORDER FOR CASE NO. CU2022-0007-APL, SYMMS FRUIT RANCH, INC., (SYMMS RV RESORT) TO REFLECT VOTE TAKEN ON NOVEMBER 29, 2022

The Board met today at 9:02 a.m. to consider signing the Findings of Fact, Conclusions of Law and Order for Case No. CU2022-0007-APL, Symms Fruit Ranch, Inc., (Symms RV Resort) to reflect the vote taken at the November 29, 2022 hearing.

CONSIDER HEARING PUBLIC COMMENT REGARDING SOLE SOURCE PROCUREMENT FOR A REMOTELY HOSTED SOFTWARE AS A SERVICE WITH AVOLVE SOFTWARE CORPORATION AND ASSOCIATED ACTION ITEM

The Board met today at 10:06 a.m. to receive public comment regarding sole source procurement for a remotely hosted software as a service with Avolve Software Corporation and associated action item. Present were: Commissioners Keri Smith, Pam White and Leslie Van Beek, Deputy P.A. Oscar Klaas, DSD Director Sabrina Minshall, DSD Engineering Coordinator Stephanie Hailey and Deputy Clerk Jenen Ross. No one appeared to offer comment and the action item was considered as follows:

Consider signing Agreement with Avolve Software Corporation for remotely hosted software as a service (“SAAS”): This software allows the DSD department to receive and process online submittals. This initial portion will be to develop the processes and has been budgeted for. Director Minshall gave an overview of what the software will provide for her office and how it will streamline processes within DSD. Upon the motion of Commissioner Van Beek and second by Commissioner White the Board voted unanimously to sign the agreement with Avolve Software Corporation for remotely hosted software as a services (“SAAS”). See agreement no. 23-002).

The meeting concluded at 10:11 a.m. An audio recording is on file in the Commissioners’ Office.

BOARD OF EQUALIZATION – 2022 SUPPLEMENTAL ROLL PROTEST OF VALUATION FOR MAYCOM HOLDINGS, LLC

The Board of County Commissioners, sitting as a Board of Equalization, met today at 10:32 a.m. to conduct a 2022 supplemental roll protest of valuation hearing for Maycom Holdings, LLC., protest no. 22220/PIN 31135105 0. Present were: Commissioners Keri Smith, Pam White and Leslie Van Beek, Certified Property Appraiser Sam Stone, Certified Property Appraisal Supervisor Mike Cowan, Administrative Property Appraisal Supervisor Greg Himes, Jason Mayfield from Maycom Holdings, and Deputy Clerk Monica Reeves. Jason Mayfield offered testimony in support of the protest application. Mike Cowan and Greg Himes offered testimony on behalf of the Assessor’s Office. (Commissioner Keri Smith left at 11:04 a.m.) Following testimony and Board questions, discussion and deliberation, Commissioner White made a motion to take the \$100,000 deduction that was offered with regards to the fire suppression. The motion was seconded by Commissioner Van Beek and carried unanimously. The hearing concluded at 11:30 a.m. An audio recording is on file in the Commissioners’ Office.

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

APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- Discount Two Way Radio in the amount of \$4,231.10 for the Juvenile Detention Center
- Poly Seal, LLC, in the amount of \$33,000.00 for the Facilities Department
- CS Techs, Inc., in the amount of \$6,509.86 for the Facilities Department
- Kenworth Sales in the amount of \$22,481.00 for the Solid Waste Department

APPROVED CLAIMS

- The Board has approved claims 591040 to 591080 in the amount of \$297,984.44
- The Board has approved claims 591121 to 591127 in the amount of \$3,872.00
- The Board has approved claims 591243 to 591259 in the amount of \$15,524.16
- The Board has approved claim 591270 in the amount of \$761.73
- The Board has approved claim 591128 to 591133 in the amount of \$1,162.00
- The Board has approved claims 591136 to 591193 in the amount of \$91,124.29
- The Board has approved claims 591081 to 591105 in the amount of \$31,701.11
- The Board has approved claims 591194 to 591242 in the amount of \$91,611.46

APPROVED EMPLOYEE STATUS CHANGE FORM

The Board approved employee status change form for Ethan Calderwood, Deputy Sheriff.

APPROVED COMMUTER VEHICLE AUTHORIZATION FORM

The Board approved commuter vehicle authorization forms for Russell Allen Donnelly and Lucas Martin.

PUBLIC HEARING – REQUEST BY CANYON COUNTY DEVELOPMENT SERVICES DEPARTMENT TO CONSIDER A PUBLIC ROAD NAME CHANGE, CASE NO. RD2022-0034

The Board met today at 8:53 a.m. to conduct a public hearing in the matter of a request by Canyon County Development Services Department to consider a road name change, Case No. RD2022-

0034. Present were: Commissioners Keri Smith and Leslie Van Beek, DSD Planner Samantha Hammond, DSD Planner Michelle Barron, GIS Analyst Tony Almeida, DSD Office Manager Jennifer Almeida, Chief Operating Officer Greg Rast, Shawnte' Lewis, Devin Limb, Randall Robertson, and Deputy Clerk Monica Reeves. Commissioner Pam White arrived at 8:56 a.m. Today's hearing was continued from yesterday, January 4, 2023. DSD Planner Samantha Hammond presented updated conditions of approval that were requested at yesterday's hearing, and she added that the County will be responsible for any costs not covered by Canyon Highway District for the sign installation. DSD Planner Michelle Barron performed a site visit yesterday and said there is no street sign. She communicated with Canyon Highway District to understand the process; the roads were not brought up to highway district standards therefore they do not maintain them and their expectation is that a blue road sign, which is typically for a private road, would be installed and maintained by those who own/use the road. Ms. Barron said the road was not built to standards and she hopes that moving forward things like this would be a private road with a road maintenance agreement attached to it as opposed to dedicated to the public so that it's not considered a local road. Commissioner Smith agreed and said a future Board will have to work on an ordinance to fix the issue. Ms. Barron said she looked at the other public road (*Connie*) that is part of the subdivision and it doesn't have a sign either. Tony Almeida said signs need to be installed ASAP for emergency services. *Cindy Drive* needs to be changed and it's his recommendation to use a name other than *Cindy* since that road name already exists. Commissioner Smith said if the highway district doesn't want to install the sign they should do the work to un-dedicate it, otherwise, she agrees with staff that signs need to be installed right away, but it's not the homeowners' responsibility when the County changed the name. There is a problem with these types of roads and we need to do something. Further discussion ensued about highway districts managing the signs for public rights-of-ways; building on a road that is subgrade and adding to the problem; potential road names; and signage for other roads. Devin Limb stated he lives on Emmett Road and his house is affected by the road name situation. The problem with the name *Cindy Drive or Cindy Lane* is that the numbers in his address are almost identical as those on the other *Cindy*, and his packages have been delivered to the wrong address. The affected property owners in this case have proposed the road name *Sunset Meadows*. He has lived in his home for almost a year and has had little success in getting people to the property because the addressing for his road are very similar to the ones on the other *Cindy* road. Another major concern is that EMS may not be able to locate the address. There was discussion about other potential names. Mr. Limb asked why other names are being considered when the homeowners on the street submitted an application with the proposed name of *Sunset Meadows*. Randall Robertson said if others want to suggest the name *Cindy Sue or Sue Lewis* they should submit a formal application like he had to do. Commissioner Smith pointed out that yesterday was the scheduled date/time for the road name change hearing and the only people the Board heard from asked for consideration to leave the name similar to what was on the platted subdivision. Mr. Limb said four people who live on the road submitted an application asking for it to be changed to *Sunset Meadows*. Commissioner Van Beek said she likes the proposed name, but it eliminates the history from the Lewis family so the Board is trying to consider safety, history, and concerns that packages are being delivered to the correct address. There is no disrespect for the idea that's been generated; the Board is trying to meet all three of those objectives. The Board took a break at 9:23 a.m. so that Tony Almeida could check with emergency services on the availability of *Lewis Ranch* and *Sue Lewis* as

a second choice. The Board went back on the record at 9:32 a.m. at which time Mr. Almeida reported he checked with emergency services and *Lewis Ranch Street* and *Sue Lewis Street* are both available. Of the two names Mr. Limb said he prefers Lewis Ranch. Upon the motion of Commissioner Van Beek and the second by Commissioner White, the Board voted unanimously rename *Cindy Drive* to *Lewis Ranch Road* and to approve the amended FCO's prepared by staff. The hearing concluded at 9:35 a.m. An audio recording is on file in the Commissioners' Office.

ACTION ITEM: CONSIDER SIGNING A RESOLUTION ISSUING A REFUND TO ANNA BAYES FOR PERMIT FEES PAID TO DEVELOPMENT SERVICES

The Board met today at 9:23 a.m. to consider signing a resolution issue a refund to Anna Bayes for permit fees paid to the Development Services Department. Present were: Commissioners Keri Smith, Pam White and Leslie Van Beek, DSD Office Manager Jennifer Almeida, Chief Operating Officer Greg Rast, other interested citizens, and Deputy Clerk Monica Reeves. Ms. Almeida presented a refund request for Anna Bayes who submitted an application for a property boundary adjustment, and a building permit relocation easement reduction. The fees total \$760. The applicant has opted to move forward with just the property boundary adjustment application with a fee of \$330, and she is seeking a refund of \$430 which is the difference between the fee they paid and the property boundary adjustment fee. Upon the motion of Commissioner Van Beek and the second by Commissioner White, the Board voted unanimously to sign the resolution issuing a refund to Anna Bayes for permit fees in the amount of \$430 as presented by staff. (Resolution No. 23-003.) The meeting concluded at 9:25 a.m. An audio recording is on file in the Commissioners' Office.

JANUARY 2023 TERM

CALDWELL, IDAHO JANUARY 6, 2023

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

JANUARY 2023 TERM

CALDWELL, IDAHO JANUARY 9, 2023

PRESENT: Commissioner Brad Holton, Chair
Commissioner Leslie Van Beek, Vice Chairman

Commissioner Zach Brooks
Deputy Clerks Monica Reeves/Jenen Ross

APPROVED CLAIM

- The Board approved advance claim 591271 in the amount of \$136,894.25

APPROVED PURCHASE ORDERS

The Board approved the following purchase order:

- Woodcraft of Boise in the amount of \$6,699.90 for the Facilities department

SWEARING-IN CEREMONY FOR NEWLY ELECTED AND RE-ELECTED OFFICIALS

A swearing-in ceremony took place this morning at 9:00 a.m. in the meeting room of the Canyon County Administration Building where the following County officials were sworn into office: Clerk Chris Yamamoto, Commissioner Brad Holton, Commissioner Zach Brooks, Assessor Brian Stender, Treasurer Tracie Lloyd, and Coroner Jennifer Crawford. Oaths of office were administered by Clerk Chris Yamamoto. Clerk Yamamoto's oath of office was administered by Administrative District Judge Davis Vander Velde. The ceremony concluded at 9:15 a.m. Recorded oaths of office are on file with this day's minute entry.

MEETING TO CONSIDER APPOINTING CHAIR AND VICE-CHAIR OF THE BOARD OF CANYON COUNTY COMMISSIONERS; AND CONSIDER SIGNING LETTER APPOINTING REPRESENTATIVE TO THE SOUTHWEST DISTRICT HEALTH BOARD OF HEALTH

The Board met today at 10:00 a.m. to consider appointing the Chair and Vice Chair of the Board of Canyon County Commissioners, and to consider signing a letter appointing a representative to the Southwest District Health Board of Health. Present were: Commissioners Brad Holton, Leslie Van Beek and Zach Brooks, Chief Operating Officer Greg Rast, Assessor Brian Stender, Ambulance District Director Michael Stowell, HR Director Kate Rice, Laura Holton, David Ferdinand, and Deputy Clerk Monica Reeves. Commissioner Van Beek read a statement into the record regarding the election of a Chairman and Vice Chairman noting that the titles do not convey any greater power or authority over the governing body, they only define who will preside over a meeting and who will help support the governing body. The Board is uniquely equipped with tenured public service, institutional knowledge, and a love for good government. This Board shares a common goal of trust, transparency, respect, unity, service, and teamwork. It is with these five core values that the 2023/2024 Canyon County Board of Commissioners will faithfully discharge the duties of its office. This Board will cooperatively, with robust and civil discussion, meet the challenges it has inherited and will focus on how to best use taxpayer dollars to fund services, plan for capital needs, and streamline efficiencies. The Board recognizes the inspiring privilege of having been elected to represent the people at the highest level in County government and each Board member values

public decorum, polished persuasive professionalism, as well as unbiased and well-reasoned decision-making. There is great value in representing with dignity and honor those who elected the Board to public office. Commissioner Van Beek then made a motion to nominate Commissioner Brad Holton as Chairman, and a motion to elect herself and Commissioner Brooks as Co-Vice Chairs. Commissioner Brooks seconded the motion which carried unanimously. Commissioner Holton seconded the motion to have both Commissioner Brooks and Commissioner Van Beek serve as Co-Vice Chairs. The motion carried unanimously. The meeting concluded at 10:02 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION – PURSUANT TO IDAHO CODE, SECTION 74-206(1)(B) REGARDING NAMED PERSONNEL

Commissioner Van Beek made a motion to go into Executive Session at 10:02 a.m. pursuant to Idaho Code, Section 74-206(1) (b), regarding named personnel. The motion was seconded by Commissioner Brooks. A roll call vote was taken on the motion by Deputy Clerk Monica Reeves with Commissioners Brad Holton, Leslie Van Beek, and Zach Brooks voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Brad Holton, Leslie Van Beek, and Zach Brooks. The Board recessed at 12:02 p.m. and there was Board consensus to reconvene this afternoon at 1:15 p.m.

The Board went back on the record at 1:17 p.m. and took up the matter of the health board appointment which was listed as an action item on today's agenda. Present were: Commissioners Brad Holton, Leslie Van Beek, and Zach Brooks, as well as Deputy Clerk Monica Reeves. The item was considered as follows:

Action item: Consider signing letter appointing representative to the Southwest District Health Board of Health

Commissioner Van Beek made a motion to nominate Commissioner Zach Brooks to serve as Canyon County's representative on the Southwest District Health Board of Health and to rescind the appointment of former Commissioner Keri Smith who held the position which expires in June 30, of 2025. The motion was seconded by Commissioner Holton. Commissioner Brooks said he has attended SWDH board meetings irregularly over the last year and is also currently working with concerned citizens. The motion carried unanimously.

As part of today's ministerial items, the Board reviewed claims, purchase orders, and employee status change forms. There was Board consensus to schedule a discussion on Thursday, January 12, 2023 at 10:00 a.m. regarding employee status change forms.

Upon the motion of Commissioner Van Beek and the second by Commissioner Brooks the Board reconvened in Executive Session at 1:18 p.m. A roll call vote was taken on the motion by Deputy Clerk Monica Reeves with Commissioners Holton, Van Beek, and Brooks voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Chief Operating Officer

Greg Rast arrived at 2:07 p.m. and left at 4:20 p.m. At 4:21 p.m., upon the motion of Commissioner Van Beek and the second by Commissioner Brooks, the Board voted unanimously to adjourn the Executive Session. No decision was called for in open session. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

JANUARY 2023 TERM

CALDWELL, IDAHO JANUARY 10, 2023

PRESENT: Commissioner Brad Holton, Chair
 Commissioner Leslie Van Beek, Vice Chairman
 Commissioner Zach Brooks
 Deputy Clerks Monica Reeves/Jenen Ross

DETAILED MINUTES TO COME AT A LATER TIME

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

- Consider signing Independent Contractor Agreement for Sign Language Interpreter Services with Sierra Mciver
- Consider signing Independent Contractor Agreements for Interpreter Services with Olcay K. Rached and Andrea Han dba Fang Yuan, Inc.
- Consider signing Request for Qualifications for Warehouse and Shelter Project
- Consider signing Legal Notice Requesting Statements of Qualifications for Warehouse and Shelter Project
- Consider signing Canyon County Historic Preservation Support Award agreements with the Historical Society of Middleton, Nampa Public Library Foundation, Melba Valley Historical Society, Warhawk Air Museum and the Canyon County Historical Society

Action Item: Consider approving County Expenditure Report for Public Defense Commission

JANUARY 2023 TERM

CALDWELL, IDAHO JANUARY 11, 2023

PRESENT: Commissioner Brad Holton, Chair
 Commissioner Leslie Van Beek, Vice Chairman
 Commissioner Zach Brooks
 Deputy Clerks Monica Reeves/Jenen Ross

The Commissioners attended an IAC District III Meeting in Payette County today.

JANUARY 2023 TERM

CALDWELL, IDAHO JANUARY 12, 2023

PRESENT: Commissioner Brad Holton, Chair
 Commissioner Leslie Van Beek, Vice Chairman
 Commissioner Zach Brooks
 Deputy Clerks Monica Reeves/Jenen Ross

APPROVED CATERING PERMITS

- The Board approved an Idaho Liquor Catering Permit for Three Girls Catering to be used 1/21/23.

APPROVED EMPLOYEE STATUS CHANGE FORMS

The Board approved employee status change forms for Eric Jensen, Interim IT Director; Jordan Hammond, Sergeant – Inmate Control 51003; Marcus Gomez, Permit Technician I; Garrett McRae, Corporal – Inmate Control 51003; Russell Donnelly, Lieutenant – Security Services 51001; Jace Thompson, Sergeant – Inmate Control 51003.

APPROVED CLAIMS ORDER NO. 2308

The Board approved payment of County claims in the amount of \$2,305,058.63 for a County payroll.

APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- Dell in the amount of \$12,471.20 for the Information Technology department
- Dell in the amount of \$2191.96 for the Information Technology department
- Gunarama Wholesale in the amount of \$2050.00 for the Sheriff's Office
- Les Schwab Tires in the amount of \$2730.00 for the Landfill department
- First Responders/Uniforms2Gear in the amount of \$2100 for the Sheriff's Office
- LN Curtis & Sons in the amount of \$40,100 for the Sheriff's Office
- FBI-LEEDA in the amount of \$1590.00 for the Sherriff's Office

MEETING WITH COUNTY ATTORNEYS FOR A LEGAL STAFF UPDATE

The Board met today at 9:30 a.m. with county attorneys for a legal staff update. Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, Chief Deputy P.A. Sam Laugheed, Deputy P.A. Alex Klempel, Deputy P.A. Oscar Klaas, Deputy P.A. Zach Wesley, COO Greg Rast and Deputy Clerk Jenen Ross.

Commissioner Van Beek said she has spoken with Jay Gibbons regarding the Codr land use case which currently has a request for reconsideration. Mr. Wesley said he will be meeting with Director Minshall next week to discuss the five cases where reconsiderations have been requested. Commissioner Van Beek believes that if the question about easements and access could be answered by the highway district the request for reconsideration on this specific case may go away. Mr. Wesley said that it would be appropriate for Director Minshall to reach out to the highway district to find out if they've made an official decision.

Commissioner Holton asked about public record requests that may come directly to Board members. Mr. Laugheed explained that the previous practice has been to funnel all public record requests through PIO Joe Decker to ensure they are getting to the right Office/department for an appropriate response. Mr. Laugheed and Ms. Klempel also addressed how they have handled requests for specific commissioner information (such as calendars) in the past.

The Board has requested help from legal in developing a boiler-plate response when a constituent contacts them to discuss land use cases that may be coming before Board.

COO Rast confirmed with Mr. Laugheed that the one-hour timeframe on Tuesday and Thursdays reserved for legal staff updates should be sufficient. He also noted that Director Britton has already met with legal to start the process of developing an RFQ for architectural services to be used as a general list when services are needed. Discussion was had in regard to how legal works with Board DAs on requests; Mr. Rast feels there could be a more efficient way to determine prioritization. Commissioner Holton said he would like to see some kind of action item where official Board direction is provided on outlining the flow of how projects roll out.

Commissioner Holton said he is reluctant to make any final land use decisions without legal in the room. Discussion ensued regarding the logistics and possibility of making this happen.

The meeting concluded at 9:59 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION TO CONSIDER PERSONNEL MATTER PURSUANT TO IDAHO CODE, SECTION 74-206(1)(B)

Commissioner Van Beek made a motion to go into Executive Session at 10:47 a.m. pursuant to Idaho Code, Section 74-206(1) (b) and (d) regarding personnel matters and records exempt from public disclosure. The motion was seconded by Commissioner Brooks. Clarification was made that only subsection (b) is noted on the agenda. Commissioner Van Beek made an amended motion to enter into executive session pursuant to Idaho Code, Section 74-206(1) (b) regarding personnel

matters. The amended motion was seconded by Commissioner Brooks. A vote was taken on the motion with the Board voting unanimously to enter into executive session. Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, HR Director Kate Rice and COO Greg Rast. The Executive Session concluded at 12:00 p.m. with no decision being called for in open session.

Detailed minutes to follow:

ACTION ITEM: CONSIDER EMPLOYEE STATUS CHANGE FORMS FOR THE SHERIFF'S OFFICE

The Board met today at 1:30 pm. to consider employee status change forms for the Sheriff's Office. Present were: Commissioners Brad Holton, Zach Brooks, and Leslie Van Beek, Sheriff Kieran Donahue, Lt. Martin Flores, Captain Harold Patchett, Sheriff's Financial Manager David Ivers, Lt. Travis Engle, Sgt. Russell Donnelly, Compensation/Benefits Analyst Bosco Baldwin, and Deputy Clerk Monica Reeves. Sheriff Donahue explained the process they use for submitting employee status change forms and how they have increased salaries to help with recruitment and retention, and to shift the paradigm of personnel leaving Canyon County and going to other agencies for higher wages. Other concerns have been over-time and employee burnout which have been a problem for a long time, but from a competitive market standpoint, CCSO salaries are now in the middle and due to salary increases they are already seeing the fruits of their labor and have been able to hire people away from other law enforcement agencies.

JANUARY 2023 TERM

CALDWELL, IDAHO JANUARY 13, 2023

PRESENT: Commissioner Brad Holton, Chair
Commissioner Leslie Van Beek, Co-Vice Chairman
Commissioner Zach Brooks, Co-Vice Chairman
Deputy Clerks Monica Reeves/Jenen Ross

APPROVED CLAIMS

- The Board has approved claims 591272 to 591320 in the amount of \$303,789.41
- The Board has approved claim 591321 Advance in the amount of \$4,413.00
- The Board has a special jury claim in the amount of \$5,751.80
- The Board has approved claims 591322 to 591353 in the amount of \$28,794.94

JANUARY 2023 TERM

CALDWELL, IDAHO JANUARY 17, 2023

PRESENT: Commissioner Brad Holton, Chair
 Commissioner Leslie Van Beek, Vice Chairman
 Commissioner Zach Brooks
 Deputy Clerks Monica Reeves/Jenen Ross

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

The Board met today at 9:31 a.m. with county attorneys for a legal staff update and to consider action items. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Chief Deputy P.A. Sam Laugheed, Deputy P.A. Alex Klempel, Deputy P.A. Zach Wesley, Director of Juvenile Detention Sean Brown (left at 9:34 a.m.), EOM Christine Wendelsdorf (left at 9:44 a.m.), Controller Zach Wagoner, Clerk Chris Yamamoto, Chief Deputy Sheriff Doug Hart (left at 9:44 a.m.), COO Greg Rast and Deputy Clerk Jenen Ross. The action items were considered as follows:

Consider Memorandum of Agreement between County of Malheur, State of Oregon and County of Canyon, State of Idaho for Detention of Juveniles: This contract is to provide housing to juveniles if need be with a daily rate of \$210. Mr. Wesley explained this contract is slightly different from similar Idaho MOAs mainly relating to liability and Oregon law. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the memorandum of agreement between the County of Malheur, State of Oregon and County of Canyon, State of Idaho for detention of juveniles (see agreement no. 23-013).

Consider Subrecipient Agreements with Idaho Office of Emergency Management: Ms. Wendelsdorf explained counties get a certain amount of funds based on population to be used for equipment and projects related to emergency services. These agreements were sent directly to the previous Board while they were still in office but were never forwarded on for review and consideration so they still list Pam White as the contact. Ms. Wendelsdorf said she has updated the information in the system and can provide updated paperwork for Board signatures. Ms. Klempel recommended that the Board can approve the documents on the record and sign administratively once the updated documents are provided. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the Idaho Office of Emergency Management 2022 Subrecipient agreement 2022 EMPG and Supplemental (see agreement no. 23-014) and the Idaho Office of Emergency Management 2022 Subrecipient agreement State Homeland Security Grant Program (see agreement no. 23-015).

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

EXECUTIVE SESSION – PERSONNEL MATTERS AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Commissioner Van Beek made a motion to go into Executive Session at 9:44 a.m. pursuant to Idaho Code, Section 74-206(1) (b) and (d) regarding personnel matters and records exempt from public

disclosure. The motion was seconded by Commissioner Brooks. A roll call vote was taken on the motion by Deputy Clerk Jenen Ross with Commissioners Van Beek, Brooks and Holton voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Leslie Van Beek, Zach Brooks and Brad Holton, Clerk Chris Yamamoto, Controller Zach Wagoner, Chief Deputy P.A. Sam Laugheed, Deputy P.A. Alex Klempel, Deputy P.A. Zach Wesley and COO Greg Rast. Case Manager Kellie George joined the meeting at 9:54 a.m. Mr. Yamamoto, Mr. Wagoner and Ms. George left the meeting at 10:21 a.m. The Executive Session concluded at 10:29 a.m. with no decision being called for in open session.

The meeting concluded at 10:21 a.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH COUNTY ASSESSOR REGARDING OCCUPANCY PTR EQUALIZATION

The Board met today at 10:32 a.m. with the county Assessor regarding occupancy PTR equalization. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Assessor Brian Stender, COO Greg Rast and Deputy Clerk Jenen Ross. Assessor Stender provided the Board with a history and explanation of how the PRT program operates. This year there were 19 applications for the PTR which will be sent to the Idaho State Tax Commission for consideration. Of the 19 properties the Assessor's Office believes 13 will qualify. Commissioner Brooks made a motion to equalize the property values as noted in the report provided by Assessor Stender. The motion was seconded by Commissioner Van Beek and carried unanimously. A copy of the document signed by Assessor Stender is on file with this day's minutes.

Discussion ensued in about how the community is notified about this program.

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

EXECUTIVE SESSION – PERSONNEL MATTERS AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

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

Commissioner Van Beek made a motion to go into Executive Session at 11:00 a.m. pursuant to Idaho Code, Section 74-206(1) (b) and (d) regarding personnel matters and records exempt from public disclosure. The motion was seconded by Commissioner Brooks. A roll call vote was taken on the motion by Deputy Clerk Jenen Ross with Commissioners Van Beek, Brooks and Holton voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Leslie Van Beek, Zach Brooks and Brad Holton, COO Greg Rast and Tim Osborne from ICRMP. The Executive Session concluded at 12:00 p.m. with no decision being called for in open session.

Note for the record: this meeting was agendized to include subsection (i) to communicate with risk manager regarding pending/imminently likely claims but the motion did not include this subsection.

WORKSHOP WITH CHIEF PUBLIC DEFENDER TO DISCUSS LEGISLATIVE HB735

The Board met today at 1:49 p.m. with the Public Defender to discuss legislative HB735. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Chief Public Defender Aaron Bazzoli, COO Greg Rast and Deputy Clerk Jenen Ross. Mr. Bazzoli provided a history and background of the Idaho Public Defense Commission and Canyon County's Public Defenders' department.

A PowerPoint presentation was provided to the Board outlining the following:

- Make-up of the PDC Board members
- Regional Chief Public Defenders
- PDC – Executive Director
- Review of how Public Defense in Idaho is unique
- Issues with singular oversight and control
- Pending *Tucker* litigation

A secondary PowerPoint provided a review of individual state public defense and how that could possibly operate.

A copy of both presentations is on file with this day's minutes.

The meeting concluded at approximately 3:10 p.m. Due to issues with the recording system only a portion of this meeting was recorded.

JANUARY 2023 TERM

CALDWELL, IDAHO JANUARY 18, 2023

PRESENT: Commissioner Brad Holton, Chair
 Commissioner Leslie Van Beek, Vice Chairman
 Commissioner Zach Brooks
 Deputy Clerks Monica Reeves/Jenen Ross

JANUARY 2023 TERM

CALDWELL, IDAHO JANUARY 19, 2023

PRESENT: Commissioner Brad Holton, Chair
 Commissioner Leslie Van Beek, Vice Chairman

Commissioner Zach Brooks
Deputy Clerks Monica Reeves/Jenen Ross

JANUARY 2023 TERM
CALDWELL, IDAHO JANUARY 20, 2023

PRESENT: Commissioner Brad Holton, Chair
Commissioner Leslie Van Beek, Vice Chairman
Commissioner Zach Brooks
Deputy Clerks Monica Reeves/Jenen Ross

JANUARY 2023 TERM
CALDWELL, IDAHO JANUARY 23, 2023

PRESENT: Commissioner Brad Holton, Chair
Commissioner Leslie Van Beek, Vice Chairman
Commissioner Zach Brooks
Deputy Clerks Monica Reeves/Jenen Ross

JANUARY 2023 TERM
CALDWELL, IDAHO JANUARY 24, 2023

PRESENT: Commissioner Brad Holton, Chair
Commissioner Leslie Van Beek, Vice Chairman
Commissioner Zach Brooks
Deputy Clerks Monica Reeves/Jenen Ross

JANUARY 2023 TERM
CALDWELL, IDAHO JANUARY 25, 2023

PRESENT: Commissioner Brad Holton, Chair
Commissioner Leslie Van Beek, Vice Chairman
Commissioner Zachary A. Brooks
Deputy Clerks Monica Reeves/Jenen Ross

JANUARY 2023 TERM
CALDWELL, IDAHO JANUARY 26, 2023

PRESENT: Commissioner Brad Holton, Chair
Commissioner Leslie Van Beek, Vice Chairman
Commissioner Zachary A. Brooks
Deputy Clerks Monica Reeves/Jenen Ross

JANUARY 2023 TERM
CALDWELL, IDAHO JANUARY 27, 2023

PRESENT: Commissioner Brad Holton, Chair
Commissioner Leslie Van Beek, Vice Chairman
Commissioner Zachary A. Brooks
Deputy Clerks Monica Reeves/Jenen Ross

JANUARY 2023 TERM
CALDWELL, IDAHO JANUARY 30, 2023

PRESENT: Commissioner Brad Holton, Chair
Commissioner Leslie Van Beek, Vice Chairman
Commissioner Zachary A. Brooks
Deputy Clerks Monica Reeves/Jenen Ross

JANUARY 2023 TERM
CALDWELL, IDAHO JANUARY 19, 2023

PRESENT: Commissioner Brad Holton, Chair
Commissioner Leslie Van Beek, Vice Chairman
Commissioner Zachary A. Brooks
Deputy Clerks Monica Reeves/Jenen Ross

JANUARY 2023 TERM
CALDWELL, IDAHO JANUARY 31, 2023

PRESENT: Commissioner Brad Holton, Chair
Commissioner Leslie Van Beek, Vice Chairman
Commissioner Zachary A. Brooks
Deputy Clerks Monica Reeves/Jenen Ross

THE MINUTES OF THE FISCAL TERM OF JANUARY 2023 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 _____, 2023.

CANYON COUNTY BOARD OF COMMISSIONERS

Commissioner Leslie Van Beek

Commissioner Brad Holton

Commissioner Zachary A. Brooks

ATTEST: CHRIS YAMAMOTO, CLERK

By: _____, Deputy Clerk

DRAFT