

**FIRST DAY OF THE JANUARY TERM, A.D., 2017  
CALDWELL, IDAHO JANUARY 9, 2017**

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

**APPROVED PURCHASE ORDER**

The Board approved the following purchase order(s):

- Columbia Electric Supply in the amount of \$2,133.00 for the Facilities Department

**SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE**

The Board approved an Alcoholic Beverage License for:

- I.C.A.N. Foods, Inc., dba The Griddle (See Resolution No. 17-004)

**SWEARING-IN CEREMONY FOR NEWLY ELECTED OFFICIALS**

A swearing-in ceremony was held this morning in the public meeting room of the Canyon County Administration Building. The ceremony began at 9:00 a.m. with the following people in attendance: Commissioners Steve Rule, Pam White and Tom Dale, Clerk Chris Yamamoto, Chief Deputy Clerk Drew Maffei, Prosecutor Bryan Taylor, Chief Civil Deputy P.A. Sam Laugheed, Sheriff Kieran Donahue, Assessor Gene Kuehn, Chief Deputy Assessor Joe Cox, Treasurer Tracie Lloyd, Chief Deputy Treasurer Nancy Seal, department administrators, and employees, judicial and city representatives, as well as Deputy Clerk Monica Reeves. The Clerk of the Board administered the oath of office to the following officials: Commissioner Pam White, Commissioner Tom Dale, Sheriff Kieran Donahue and Prosecutor Bryan Taylor. The oaths of office are on file with this day's minute entry. The ceremony concluded at approximately 9:20 a.m.

**CONSIDER APPOINTING CHAIRMAN AND VICE-CHAIRMAN OF THE BOARD OF CANYON COUNTY COMMISSIONERS**

The Board met today at 10:18 a.m. to consider appointing a chairman and vice-chairman of the Board of Canyon County Commissioners. Present were: Commissioners Steve Rule, Pam White and Tom Dale, IT Director Greg Rast, Assistant IT Director Don Brown, Captain Daren Ward, PIO Joe Decker, Olivia Weitz from the Idaho Press-Tribune, and Deputy Clerk Monica Reeves. Commissioner White made a motion to appoint Commissioner Dale as Chairman. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Dale, White and Rule voting in favor of the motion, which carried

unanimously. Commissioner Rule made a motion to appoint Commissioner White as Vice-Chairman. The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Dale, White and Rule voting in favor of the motion. The meeting concluded at 10:23 a.m. An audio recording is on file in the Commissioners' Office.

#### DISCUSSION REGARDING THE DISPOSITION OF THE PROPERTY LOCATED ON POND LANE/HIGHWAY 20-26, AND DISCUSSION REGARDING POD 5

The Board met today at 10:31 a.m. for a discussion regarding the disposition of the property located on Pond Lane/Highway 20-26, and a discussion regarding Pod 5. Present were: Commissioners Tom Dale, Pam White, and Steve Rule, Sheriff Kieran Donahue, Chief Deputy Sheriff Marv Dashiell, Captain Daren Ward, Sheriff's Financial Manager David Ivers, Clerk Chris Yamamoto, PIO Joe Decker, DSD Director Tricia Nilsson, Facilities Director Paul Navarro, Brian Billingsley from the City of Caldwell, Olivia Weitz from the Idaho Press-Tribune, Kris Rodine from The Idaho Statesman, and Deputy Clerk Monica Reeves.

#### **Discussion regarding the disposition of the Pond Lane/Highway 20-26 property:**

Commissioner Dale said the property was vetted and purchased for the purpose of building a jail and it's been on the market for more than two years with no offers. The realtor's listing agreement expired at the end of December and it's his opinion the property should be removed from the market and retained for potential jail use. Commissioner Rule disagrees and thinks we should keep our options open because the property has been held by the County for too long. It's an excellent site for an industrial company given the access to the freeway and sewer and water services. Three jail bonds have failed and he doesn't think a fourth one will do any better. Commissioner White said several years ago she was on the original committee to look at sites/locations for jail construction and it was a huge process and there was a broad spectrum of individuals who served on that committee and they selected seven or eight different sites. They reviewed the properties and found the fatal flaws; the subject property was the one they came to at a unanimous decision in that it was a place that would be suitable both economically and socially for the community and she still stands by that. The infrastructure is there now and it wasn't before; it would be good stewardship for the County to hang on to the property while we're having progressive discussions about a jail. Commissioner Dale said the City of Caldwell has given us a clear message that they don't want the jail expanded at the present site; we still have a jail problem, it's poorly designed and inefficient and needs to be replaced and we have this property with water and sewer and sufficient acreage to build what's needed for a jail and we should keep our options open by taking the property off the market. Commissioner White made a motion to keep the property and take it off the real estate market. The motion was seconded by Commissioner Dale. A roll call vote was taken with Commissioners White and Dale voting in favor of the motion and Commissioner Rule voting against the motion. The motion carried by a two-one-split vote.

## **Discussion regarding Pod 5:**

Commissioner Dale said the issue has been in the forefront of the media over the last several months because of some escapes that have occurred and an option has been to restrict the facility's use to work release only. The Caldwell City Council gave the County 60 days to either improve the security of the facility and come up with a plan to present to the city council or it would revert back to work release only. Today's discussion will be about the potential future use of Pod 5.

Sheriff Donahue prepared a handout that included a list of priorities that need to be addressed immediately with the facility:

- 1. Construct lid over top of kitchen area**
- 2. Construct lid over top of recreation yard to include a buffer fence to keep civilians away from the outdoor rec yard**
- 3. Construct hardened interior wall**
- 4. Construct perimeter fence**
- 5. Maintenance perimeter fence**
- 6. Juvenile outdoor recreation area**

(The handout included photographs of the facility but due to security concerns the photographs are not included with the minutes.) Sheriff Donahue said although the facilities director has installed a new door in the kitchen area, it's a fire door that's primarily used for ingress/egress for staff to bring food trays to the inmates three times a day. The last two escapes occurred when the inmates were able to access the fire door by climbing over a wall and by hitting it enough times they bypassed the security measures on the door. He said the first thing that needs to be done is put an expanded metal lid over that kitchen area. The cost for purchase and installation is between \$3,000 and \$5,000. Facilities Director Paul Navarro said we have discussed this for quite some time and he believes he can purchase the materials and install it using county maintenance labor. He anticipates it being less than \$5,000 for materials. Commissioner Dale said another option would be to expand the wall higher, but before we make a decision on which way to go he wants to the Sheriff's Office to evaluate which direction it wants to go. Sheriff Donahue said he hasn't discussed it with Director Navarro, but late last week he discussed it with Chief Marv Dashiell and Captain Daren Ward and they believe that may not prevent inmates from accessing the area; in a number of circumstances would they still be able to succeed in getting over an increased height of the wall and they are concerned about ventilation and air flow through the facility whereas the expanded metal would not be a concern. The best thing would be to put the expanded metal on and if someone gets on top of it there's nowhere for them to go and that can be addressed when the time comes, but this would be the easiest and most prudent way to address that. Director Navarro said it will take them a couple weeks to fabricate it and they may have to relocate some fire heads so we need to run this through the city and make sure the fire marshal is on board because it's a good sized alterable change to the structure. Commissioner White asked what the difference is between expanded metal and chain link. Director Navarro said expanded metal is very tight where chain link is a ladder for inmates,

so they would prefer expanded metal at the jail. Commissioner Rule asked if this is a lid as opposed to expanded metal up to the ceiling, and, what will stop the inmates once they get on top of the lid from cutting out at that level. Sheriff Donahue said there are cameras and they have two to three deputies in that facility and one is positioned in that area. Commissioner Rule said he doesn't see anything changing if the number of deputies in the facility has not increased. Sheriff Donahue said when the two inmates cut through the fabric of the tent it took them some time, they did it in stages, and according to what the evidence shows they believe if someone were to succeed in getting on top the timeframe between them getting on top and the deputies getting them down would not be enough time for them to cut through. He said they could be wrong, anything could happen as we've seen in that facility, but they are open to discussion as to installing the expanded metal vertically versus horizontally. Director Navarro said they've talked about putting a 15 degree or 30 degree angle to make it more difficult to climb up and over. Commissioner Rule wants to see drawings before he approves spending money on it; it's a work release center and it's a bad idea to put Band-Aids on it. He favors moving work release to the concrete and steel cells at the Dale Haile jail and moving work release to what it was designed to be. Sheriff Donahue said it would do two things, it would get the vertical wall to a degree where they couldn't scale it and then it wouldn't prevent a hardship on the ventilation of the facility. Putting expanded metal over that as a lid will prevent inmates from gaining access to the kitchen area which is the Achilles heel; that door is a concern because they are overcoming its locking mechanisms. Commissioner Dale shares the concern that we're putting a Band-Aid on a facility that was not designed for permanent inmate housing; however, we're looking at the alternative for the taxpayers of spending over \$1 million in addition to the logistical nightmares of moving inmates back and forth from surrounding counties for court dates and he's hesitant to spend that kind of money when there are things that can be done for much less to make the facility more secure. He is in favor of moving forward to secure the facility. Commissioner White said the city gave specific instructions on what they want in the facility. She asked about the cost to put the wall all the way to the top. Director Navarro said the ceiling is 30 feet high and it's on the curve of the dome so it would be very difficult to do that.

The Sheriff said he doesn't want to get into some of the particulars because this is an open meeting and he wants to be careful about how much information we put on the record. He reviewed the list of priority items:

**Construct lid over top of recreation yard to include a buffer fence to keep civilians away from the outdoor recreation yard**

This is the second priority and it goes back to the planning stage and getting permission or instructing Director Navarro to go forward with getting a lid or a top on the outdoor recreation yard. There have been a number of escapes through the outdoor recreation yard and they believe it should be a top, but not with expanded metal in this case, but with a chain link fence, similar to the juvenile detention facility. He said the Jerome County Sheriff has offered to donate their outdoor recreation chain link fence and lid, although it's not enough to cover our area it's a good start. If we dismantle it they will give it to us, but prior to



installing it we'd have to have an engineer look at what it would take to install it. We have one generalized estimate for it but he said we need a second opinion, and we need to go through the city permitting process. He said the need for razor wire is less of an issue if we have a lid over the outdoor recreation yard.

### **Construct hardened interior wall**

In reviewing the city's minutes from 2010 when Canyon County petitioned to make the tent a minimum security facility there was talk about hardening the interior walls and the estimated cost was around \$27,000. That would eliminate potential problems with people cutting through the tent; we need to discuss the potential of that company coming in to construct a hardened interior just as the County told the city we would do in 2010.

### **Construct perimeter fence**

In 2010 the County said it would construct a perimeter fence around the entire facility but that hasn't been done. It's a great idea to have a 10-foot fence with concertina (razor wire). The fence is another deterrent to the passing of contraband through a chain link fence which has happened while deputies are standing there. Director Navarro asked if they want to add more cameras. Captain Ward said at this point we don't need to. Commissioner Rule said the city wouldn't permit footings into the alleyway on the south side and there's not room for pole footings on the north side because of the sidewalk and the proximity of the building to the sidewalk. Director Navarro said we never got beyond an initial discussion about the design phase, but that's a topic for the roundtable discussion with the city to see what we can or cannot do. Several years ago we had the issue of paraphernalia being handed through the fence so he spoke to the city about building a block wall and there were concerns about footings for that block wall with very close proximity to the city sewer. We need to formulate and plan and discuss it with them to see if it's a feasible solution. We also need to figure out a way that the fence can be open because we have very big problem with snow being held between the tent and the fence when the snow sluffs off the roof into that area. We will need the help of an architect and an engineer. Commissioner Rule said wasted effort on getting permitted would be resolved by moving work release inmates from the Dale Haile jail to the work release center and putting the felons in Pod 5 back in the Dale Haile jail where contraband cannot be dropped and footings don't have to be dug. He also said the old jail annex could be used. He believes the \$1 million amount that was discussed was not based on prisoners being put back in Dale Haile. He also said there are not large numbers of prisoners that have to be transported daily to outside counties; he believes the numbers are embellished and it's misleading to the public. Sheriff Donahue said the numbers are not misleading, they have been researched. He said felons aren't just in the tent facility, they are on work release too; 75% of the inmates have felonies so you're not going to get away from people having felonies. He said they are not putting X2 (the old annex) back in production because it should be off limits, it was built in 1948 and it's tremendously manpower intensive to have people down there. Today it would house six people, and six operable cells will not solve

the problems. Captain Ward said there are 122 beds available in Pod 5. Currently they have been running in the range of 50 and if they transition and move people to William Nora, which is where the work center is now, there are 40 beds available now, if we transition that back into a general population unit it cuts the amount of beds to 35. Most of the remodel has been done, jail standard has a square footage requirement depending on a work release inmate or a general population inmate so 35 beds in there, as of today with 50 people in Pod 5 that still leaves 15 we don't have a spot for. In X2 there are 12 cells but 6 are out of commission so that leaves 9 people they wouldn't have a bed for but that would fill every general population bed that we have in the County. Every day they average about 30 people coming in to the jail, usually half bond out and another percentage get released from court but they're on that cycle where every day certain people have to go somewhere. He has to classify the inmates and house them accordingly if they are a general population minimum security inmate and if he doesn't have any beds they may have to go to Jerome County today but be brought back for court in a few days so there is that five days a week transporting issue. Sheriff Donahue said today we have an average of 50 and when the escape occurred a few months ago the inmate population in the tent was averaging 90 a day. It houses 122. There are 207,000 people in this county and you're going to have people coming to jail every day. A lot of people cannot get work release, it's up to the judiciary and we cannot tell them what to do; this discussion needs to involve the judiciary. He said the numbers are not embellished, when they do transports they have to have contracts in place because they do not have the manpower to do it. There are a lot of issues from an operational standpoint to consider, but they have knowledge and experience and they know what they're talking about. Commissioner Dale said we need to have some cost figures that are more accurate before a decision can be made, but we should pursue securing the facility. He is willing to commit the money it takes to secure the facility because it's short-term and we will find a solution to a new jail that is acceptable to the people of Canyon County. Anything we do with the pod or transporting prisoners will be temporary because we know this jail is inadequate and needs to be replaced and it is the Commissioners' responsibility to come up with a plan that is acceptable to the voters, and elected officials and departments so we can meet the needs for the next 20-30 years. Sheriff Donahue said Director Navarro has the most expertise in securing those numbers, and even though we have a preliminary estimate from Houston Bugatsch, we need a second opinion based on looking at the areas that need to be addressed immediately. Commissioner Rule said he doesn't have a problem with any of that as long as the city will permit the structures. Director Navarro said he needs direction from the Board to get costs, timelines, contractors, etc., but he is currently under the direction to make Pod 5 a work release center and he needs the Board to tell him that's not what we're going to do anymore. Commissioner White said the facility needs to be secure so inmates cannot get out into the community, they need to be contained. It's a matter of public safety and we need to do what we can to take care of that. She said Jerome County's offer of chain link fencing is a generous offer. Commissioner Rule said it doesn't matter if it's free if we can't get it permitted and if we can't put footings in the alleyway the structure won't work so we

need to make sure the engineer and the city can say it is permitted with footings. Commissioner White said we need to communicate with them that we will get the information. Director Navarro said he will bring ideas/solutions to the Board tomorrow morning so we can move with a plan of action. We need to look at a second architect, different engineers, talk to the city, call Jerome County, and talk to a contractor about disassembling it. Commissioner Dale said we want to let Jerome County know we'd like to have this material but we need to find out if it's more cost effective to hire somebody to dismantle it, and need to find out if we can put fence supports in the alley. Chief Dashiell said even though it's free, Jerome County is under the same restrictions we are and their Board of Commissioners will have to draft a resolution to transfer surplus property so at some point we'll need to expedite that aspect. He said in the spring of 2016 when the first escape occurred an immediate solution was implemented with an additional section of fencing along the tent to restrict an exit point. In early August they presented a request for the cover for the outdoor recreation area and now we're at four months later with stalled conversations. When they had the first exit through the kitchen door they came back to the Board and requested movement on securing the kitchen area and we are three months later on that, still with no action. He feels like the information has been presented to the Board but they were left hanging out there. Chief Dashiell said the perimeter fence won't necessarily do anything but in some cases it would have given them additional time and if the escaping inmates had had one more obstacle chances are they never would have left the property. Commissioner Dale said it is the opinion of two Commissioners to secure this facility, it's a complex issue that won't be resolved today but the indication is clear that we want to move towards that resolution and we need to vet the options and costs. We understand we are under a 60-day window with the City of Caldwell to come up with a solution to secure the facility or it reverts back to work release. Sheriff Donahue said it's not just the 60-day window, it's urgent that we get it taken care of immediately. They have been asking the Board for months and months to do something and he appreciates that the Board is asking Director Navarro to get it done. As far as moving it back to a work release center we'll have to talk to legal counsel about that, it's a court issue. Commissioner Rule said he's tired of the comments that the Board didn't take action months ago, the majority of the Board gave direction and they chose not to do it because it wasn't what the Sheriff's Office wanted and now they are accusing the Board of doing nothing and that's simply not true, it's another false statement like the Board telling Director Navarro not to put that door in. He said that was a lie, the Board never did that. Commissioner White made a motion to take care of the lid over the kitchen area. The motion was seconded by Commissioner Dale. Commissioner Rule asked if there will be engineered drawings for the construction. Director Navarro assumes we'll have to vet this with the City of Caldwell as per the special use permit agreement which clearly states they wish to see any and all improvements in writing. He will try to get on their next meeting calendar and he will bring options to the Board tomorrow morning. Commissioner Rule said until the drawings are done and the engineering is complete, this would be too early. Commissioner White said we can't do it until we have what the city requires so what we are authorizing is to set

it in motion, start doing the footwork to get the information that we need in order to make a good decision. The motion carried unanimously with all three Commissioners voting in favor of the motion to put a lid over the kitchen area. The meeting concluded at 11:22 a.m. An audio recording is on file in the Commissioners' Office.

#### MEET AND GREET WITH COMMISSIONER PAM WHITE

A meet and greet was held today at 11:00 a.m. for Commissioner Pam White where she was introduced to department administrators who serve under the Board of Commissioners. The following were in attendance: Commissioners Tom Dale, Pam White, and Steve Rule, Assessor Gene Kuehn, Parks Director Tom Bicak, Outdoor Recreation Planner Nichole Schwend, Assistant Parks Director Kathy Kershner, PIO Joe Decker, DSD Director Tricia Nilsson, Facilities Director Paul Navarro, Chief Probation Officer Elda Catalano, Fleet Director Mark Tolman, Director of Misdemeanor Probation Jeff Breach, TCA Doug Tyler, HR Director Sue Baumgart, Public Defender Tera Harden, PD Office Manager Deepak Budwani, and Deputy Clerk Monica Reeves. The meet and greet last approximately 20 minutes. No Board action was required or taken.

#### **SECOND DAY OF THE JANUARY TERM, A.D., 2017 CALDWELL, IDAHO JANUARY 10, 2017**

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

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Bomgar Corp., in the amount of \$2,217.59 for the Information Technology Department
- BOE in the amount of \$2,217.00 for the Information Technology Department
- ZOHO Corp., in the amount of \$1,099.00 for the Information Technology Department
- Norbryhn Equipment Co., in the amount of \$3,864.00 for the Facilities Department

#### CONSIDER SIGNING FARM LEASE AGREEMENT WITH M&S FARMS

The Board met today at 9:01 a.m. to consider signing the farm lease agreement with M&S Farms. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Mike Porter, Deputy P.A. Brad Goodsell, Fair Director Rosalie Cope, and Deputy Clerk Monica Reeves. Mike Porter said the agreement has been reviewed by the Prosecutor's Office and

there are no legal issues with it. Rosalie Cope said the lease payment was submitted along with the agreement and it will be deposited. Commissioner Dale said Curt Krantz had mentioned that he'd talked to the farmer about doing a short crop so there could be the potential of doing something with the land next year for the fair, but it's his opinion we will not be doing anything with that land for the fair at any time in the near future. The communication to the farmer needs to be he is free to do whatever he chooses according to this lease; he does not need to try to get the crop off early because we will not be moving the fair next year. Ms. Cope said Mr. Krantz's comments were not about the 2017 fair but rather for the potential to access the ground for the 2018 fair. Commissioner Dale said that will not happen, in his opinion. Commissioner White wants to get the stakeholders to the table so we can discuss the issue with everybody who's involved. As far as the lease and the fact that it's been ongoing since 2009 she is fine with the release of the property but she's not prepared to make any further decisions regarding the fair moving to that site. Ms. Cope said Josh Sanders, the new chairman of the fair board, wants to set a meeting with the Board to discuss the fair and she asked if it's possible for the Board and the fair board to have a workshop – that's not a public meeting - where they can brainstorm. Mr. Porter said the meeting has to be placed on Board's agenda as a public meeting. Commissioner Dale said we cannot have secret meetings. He reiterated that the communication to the farmer needs to be that he is free to do whatever he needs to with that land to make a profit and not restrict him on any kind of crop or any use he wants to do. Mr. Porter said there aren't any restrictions, the agreement is pretty open to what he needs to do with the land. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to approve the lease agreement with M&S Farms for the property on Highway 20-26. Commissioner Rule noted that the lease payment will be deposited into the general fund. (See Agreement No. 17-002.) The meeting concluded at 9:10 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 9:31 a.m. for a weekly meeting with the Directors of Facilities and IT to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, IT Director Greg Rast, Facilities Director Paul Navarro, CCSO Captain Daren Ward and Deputy Clerk Jenen Ross. Director Rast gave updates on the following items: a report was provided to the Board giving an update of hours spent on each project for 2016 and upcoming projects; he reported that they've had many good applicants for the five vacant positions, regarding the IT Business Analyst position, there is going to be some organizational changes, that position will be filled internally and then backfill another position, blue sheets will probably be coming down this week for that, Director Rast is expecting there will be some fairly good size changes in the reorganization of these positions and will meet with the Board once those changes are finalized; there will be a purchase order coming down this week for the software for the print shop which will allow employees to place online orders and offers more accounting capabilities for the IT department; Mr. Rast is working with Idaho Tower regarding the remote sites, they are working to get the scope of each project and then will bring the

facilities department in to see what they'll need before any timeline will be put in place, the project will be done in two phases, the first includes the landfill and the Lake Lowell Parks Office, he is working with legal and the controller to see if Enterprise funds can be used to do the landfill and the parks office as it will be used as a relay off the tower, the second phase includes CCNU, the fairgrounds and weed and pest; Director Catalano has requested that the cameras in juvenile probation be evaluated, they are currently working to scope the needs and the placement of the cameras then will approach facilities for their input on the project, cameras have been requested in both probation and misdemeanor, the project will be split, two Blue Iris, one for misdemeanor and probation and the other for IT and facilities. Director Navarro reported on the following items: his staff is working on snow removal, a skid steer has been secured for this afternoon, there are two issues in regards to the snow removal: all of the sidewalks and gutters around the courthouse need to be cleared and then the courthouse roof as it drains thru the curb and gutters, they've also been asked to clear the area behind the crime lab because there is a vehicle that needs be pulled out as part of evidence in a crime and two large evidence lockers that they need access to; Mr. Navarro had a meeting yesterday regarding the jail, based on the Sheriff's priority list he's received some information regarding the fence bid for the exterior fence around the Pod 5 tent, keeping it about 12-18 inches off the fence is estimated at about 330 linear feet for a 10 foot fence with either barbed wire or concertina wire based on what the City of Caldwell will allow, that is coming in between \$28 and \$30K but the work cannot be done until the spring and the City of Caldwell will probably request a design; he believes the lid for the kitchen area can be accomplished for no more than \$4000, however the city will require a drawing in order to do that; photos of the rec yard lid in Jerome County have been sent to both Houston Bugatsch Architects (HB) and Lombard-Conrad (LCA), both have responded, HB feels that designing something of this scale will cost between \$7000- \$8000, LCA won't exceed \$25K, Director Navarro highly recommends engaging with Houston Bugatsch, Rick Bugatsch was part of the design team that built and remodeled Pod 5 and he is CJIS cleared, the top priority is to hire an architect and then bring in a structural engineer, the city is going to want to see a structural engineer for the rec yard and the lid, the rec yard is currently 30x30 and 10 feet high so you now have 120 linear feet of 10 foot chain-link that can be grabbed but due to weather complications this project will not be able to be started until late February, Mr. Navarro would also like to have Mr. Bugatsch or a representative drive to Jerome County to measure and scope out their rec yard structure to confirm it will meet the needs of Canyon County, the Board gave Director Navarro the okay to engage with Houston Bugatsch but did ask that he get in contact with legal to do an open RFQ for the possibility of adding to the list of preferred architects; Director Navarro has reached out to Sprung regarding the hardening of the inside of the tent structure as there is a product provided by Sprung, but he hasn't heard back from them, he has left a voicemail and several emails but he will continue to try getting in contact. The meeting concluded at 9:58 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

BIWEEKLY MEETING WITH THE DIRECTORS OF MISDEMEANOR PROBATION, JUVENILE PROBATION AND JUVENILE DETENTION TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION

The Board met today at 10:01 a.m. for a biweekly meeting with the Directors of Misdemeanor Probation, Juvenile Probation and Juvenile Detention to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Juvenile Detention Deputy Administrator Sean Brown, Director of Juvenile Probation Elda Catalano, Director of Misdemeanor Probation Jeff Breach and Deputy Clerk Jenen Ross. Topics of discussion were as follows: the Supreme Court came out recently and met with Director Breach to give a demonstration of the Odyssey program. The Supreme Court is offering the Odyssey program at no cost to the County as a way of sharing one database. Director Breach indicated there are some features that he likes about the Odyssey program and others that he did not; one major flaw for him is that there is no way to track just community service hours that don't have probation attached to them and they don't know if there is a way to make the Odyssey program do that, additionally it doesn't offer an efficient way to look up a person on probation which will cause a lot of additional phone time for the secretaries. Canyon County is scheduled to go live with Odyssey in October as the replacement for ISTARs, however it doesn't offer a way to override on priority payments which could result in a revenue decrease. Odyssey is not a mandatory program and at this point Director Breach is planning to include the cost of the current system, CMS, in his FY2018 budget request as he just doesn't feel it would be a good idea to try switching programs in October when Odyssey goes live; even if the County does choose to move to the Odyssey program there will still be a large number of older files left in CMS that will still need to be accessed until they attrition or they will have to be printed and paper files will have to be used. The biggest flaw he sees is the inability to track community service, with the only solution being to work in two databases but that could also be troublesome as the potential for human error increases. Director Catalano stated that her department recently upgraded to a mobile version of CMS and she has found that the providers of the CMS program are responsive to the County's needs and very easy to work with, thus giving the option of possibly upgrading some features of the current CMS program. She does not feel that the Odyssey program will work well for the needs of her department. Sean Brown explained that they also use the CMS program and have no issues with the way it works for them. Since Odyssey is a mandatory program for the courts it is going to alter the way detention days are tracked as detention and probation will not have the same access to the program as the courts do. Commissioner Dale stated he is depending on the recommendation of each department as to whether the County should switch to Odyssey or remain with CMS, he will support their decision. Director Breach also reported that his new uniform policy will take effect February 1 and has been fairly well received. Director Catalano reported that they currently have 340 cases under supervision and probation and 36 in the custody of the state, which is a significant increase since July because of new rule change. Sean Brown reported that they currently have 26 in custody; they have 3 new employees who will start POST on February 12; Sean Anderson has been moved to the Training Coordinator position which opened up a supervisor position and with that an assistant supervisor position, they conducted interviews last week and will be making a decision this week; Linda Latham will retire on January 17, she's been with the County for 17 years; due to school being closed for snow they are keeping the kids engaged by working in groups. The meeting concluded at 10:25 a.m. An audio recording is on record in the Commissioners' Office.

CONSIDER A RESOLUTION GRANTING A PROPERTY TAX EXEMPTION UNDER IDAHO CODE SECTION 63-602NN TO FRESCA MEXICAN FOODS, LLC, AND RELATED ENTITIES

The Board met today at 10:32 a.m. to consider a resolution granting a property tax exemption under Idaho Code Section 63-602NN to Fresca Mexican Foods, LLC, and related entities. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Brad Goodsell, Assessor Gene Kuehn, Chief Deputy Assessor Joe Cox, David Thurber, Vice President of Finance for Fresca, Ken Fisher with Paradigm, and Deputy Clerk Monica Reeves. Brad Goodsell said the resolution grants a property tax exemption to Fresca for investments they intend to make in a new plant and equipment. They have already purchased property but that property is not going to be subject to an exemption because it's existing, but the investments they will make will be subject to an exemption under the resolution, which means 25% of the value of the property they are putting into production remains on the tax rolls while the other 75% is exempt for a five-year period. David Thurber said Fresca has been in business for 40 years at their current location in Boise and they have 150 employees. They are close to capacity and have been looking for a new site so they can expand capacity and capability with new equipment and they think Caldwell is the perfect place for them. They are almost ready to purchase the land. With the new building they will have 190,000 square feet; the cost to build is about \$35 million and the equipment cost is another \$14 million so it's almost a \$50 million project overall. Joe Cox said the Assessor's Office looks at the total investment amount and the number of jobs created as well as how other businesses within the community will benefit by having this business locate here. Granting an exemption creates a tax shift and at certain times it is a benefit to the community because of job creation and new growth opportunities for other companies and that makes it a benefit for all of us. Mr. Goodsell said there are two letters attached to the resolution from the two entities involved: Fresca Mexican Foods and their related entity which is Sky Ranch Real Estate, LLC, which will be holding the company. Both indicate they agree to the terms and conditions contained in the resolution. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to approve a resolution granting Fresca Mexican Foods, LLC, and related entities a property tax exemption pursuant to Idaho Code Section 63-602NN. (See Resolution No. 17-005.) The resolution was recorded as Instrument No. 2017-001194. The meeting concluded at 10:45 a.m. An audio recording is on file in the Commissioners' Office.

**THIRD DAY OF THE JANUARY TERM, A.D., 2017  
CALDWELL, IDAHO JANUARY 11, 2017**

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



## CONSIDER INDIGENT DECISIONS

The Board met today at 8:39 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale, Steve Rule and Pam White, Indigent Services Director Yvonne Baker, Indigent Customer Service Specialist Robin Sneegas, and Deputy Clerk Monica Reeves. Ms. Baker said the following cases do not meet the criteria for approval: Case Nos. 2016-597, 2016-1220, 2016-1399, 2016-1428, 2016-1437, 2016-1486, and 2016-1523. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to uphold the denials that were read into the record. According to Ms. Baker the following cases meet the criteria for approval: Case Nos. 2016-1169, 2016-1219, and 2016-1520. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to approve the final decisions of approval for the cases that were read into the record. Per the Clerk's findings, the following cases do not meet the criteria for approval: Case Nos. 2017-137, 2017-160, 2017-258, 2017-290, 2017-291, 2017-292, 2017-295, 2017-297, 2017-316, 2017-377, 2017-407, and 2017-426. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the initial denials for the cases that were read into the record. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to approve the initial decision of approval for Case No. 2017-409. The meeting concluded at 8:48 a.m. An audio recording is on file in the Commissioners' Office.

## LEGAL STAFF UPDATE

The Board met today at 10:06 a.m. for a legal staff update. Present were: Commissioners Tom Dale, Steve Rule and Pam White, Deputy P.A. Brad Goodsell, Deputy P.A. Mike Porter, and Deputy Clerk Monica Reeves. Brad Goodsell informed the Board about a matter regarding the Anderson Corner property which was acquired by the County by tax deed because the previous owners essentially abandoned it due to petroleum contamination. We acquired it with the understanding that we would partner with DEQ to clean it up and get it back on the tax roll. We have been waiting for DEQ to get funds so we could address the contamination. The first step is for them to do an assessment but first we need to sign a site access agreement that gives them the ability to go on the property and start the assessment process. The Board can sign the agreement or it can authorize Mr. Goodsell to sign it since there is no commitment to money, it's just saying DEQ can go on the property. DEQ will pay for the cost of assessment and once they determine what needs to be done they may ask us to participate by waiving dumping fees at the landfill. By signing the agreement it will go into the pool of projects to be prioritized on whether it will be in this year's budget. They are considering an alternative process to digging that's part of the assessment to determine whether the soils are suitable for this alternative method where it tries to aerate the ground in place. Commissioner Rule said he wouldn't support that style because it can be a giant cash cow and in his experience underground aeration is not successful financially except for those who perform the services. Mr. Goodsell said DEQ is paying for it so they'll make the choice of which one is most economical for them. Commissioner Rule said it'll be a 4-5 year process as opposed to a dig and chase which can be done in a year or two. Mr. Goodsell said

we may have the ability to have some input once they make a decision but it's premature right now; they just want authorization to go on the property and do some work. Commissioner White made a motion to allow access to the Anderson property for a site assessment and to authorize Brad Goodsell to sign the access agreement. Commissioner Rule seconded by the motion and asked if the Brownsfield project is an option. Mr. Goodsell said it may be part of the Brownsfield program eventually but right now it's premature to make the determination. The motion carried unanimously. The meeting concluded at 10:18 a.m. An audio recording is on file in the Commissioners' Office.

#### MEETING WITH THE CITY OF MELBA TO DISCUSS TAX DEED PROPERTIES

The Board met today at 10:30 a.m. with the Mayor of the City of Melba to discuss tax deed properties. Present were: Commissioners Tom Dale, Steve Rule and Pam White, Deputy P.A. Brad Goodsell, Treasurer Tracie Lloyd, Mayor Martin Luttrell, Melba City Councilman Parkie Stapleton, and Deputy Clerk Monica Reeves. At the last meeting on this topic the city was going to look at the property, and after some investigation they did not find anything out of the norm as far as septic or drain field issues. Parkie Stapleton met with Phyllis Wood and told her she was no longer the owner of the property; he also provided her with contact information for adult services. Brad Goodsell said the two properties were part of a number of properties the County took by tax deed last year and they were slated to go to public auction in November, however, the City of Melba indicated it was interested in the properties so the Board pulled the properties from the auction to give the city an opportunity to contact the lady who owns both properties to see if they could help her into some alternative housing. After that was done the Board would consider conveying the County's interest in the properties to the City of Melba. Mayor Luttrell said it wasn't the city's responsibility to find her a place to live; it was left up to the city to visit with her and offer alternatives and see if they could help. Treasurer Lloyd said Ms. Wood's living conditions are not good and two years ago she was in the same position so staff went to her home and helped her apply for a hardship, which was granted. She said it's an unfortunate situation but she doesn't know what else we can do now that the County owns the property. Commissioner Rule said a best use would be to transfer it to the city, and he said it would be nice if they had a spot for her trailer but it's not their responsibility or the County's responsibility to find her a place to live. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to approve the transfer to the City of Melba. Commissioner Dale said once the County has gone through the process of taking of the property after years of nonpayment of taxes there are only two options: offer to sell it, which we are required to do within 14 months, or we can deed it to the city. We have no other options. Commissioner Rule made a motion to have Mr. Goodsell prepare the documents transferring the properties to the City of Melba. The motion was seconded by Commissioner White and carried unanimously. Mayor Luttrell said the city will continue to work with Phyllis Wood to make sure she has communication with people who can help her. The meeting concluded at 10:42 a.m. An audio recording is on file in the Commissioners' Office.

#### SIGN LOCAL DISASTER EMERGENCY HAZARDOUS WINTER WEATHER DECLARATION

Chairman Tom Dale signed a Local Disaster Emergency Hazardous Winter Weather Declaration today declaring that a local disaster emergency exists and all efforts may be made to protect the citizens and property of Canyon County through activation of all local disaster emergency plans and state emergency assistance. The declaration shall expire within seven days unless the Board of Commissioners expressly authorizes the continuance of the declaration. The declaration was recorded as Instrument No. 2017-001349. (This matter was not scheduled for Board consideration today; it was executed by Chairman Tom Dale as an emergency item in the early afternoon of January 11, 2017.)

**FOURTH DAY OF THE JANUARY TERM, A.D., 2017  
CALDWELL, IDAHO JANUARY 12, 2017**

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

APPROVED CLAIMS ORDER NO. 1-13-17

The Board of Commissioners approved payment of County claims in the amount of \$19,444.82 for accounts payable.

APPROVED CLAIMS ORDER NO. 1-20-17

The Board of Commissioners approved payment of County claims in the amount of \$345.00 for accounts payable.

APPROVED SALARY RATE REQUESTS

The Board approved salary rate requests for Williams "Eric" Jensen and Don Brown.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Northwest Service Technologies in the amount of \$8,896.00 for the Facilities Department
- EDU Business Solutions in the amount of \$9,390.00 for the Information Technology Department
- Solarwinds in the amount of \$2,045.00 for the Information Technology Department

- EDU Business Solutions in the amount of \$4,845.00 for the Information Technology Department
- Henriksen Butler Design in the amount of \$6,120.69
- Apple in the amount of \$2,799.00 for the Information Technology Department

#### APPROVED OCTOBER 2016 TERM COMMISSIONER PROCEEDINGS

The Minutes of the Fiscal Term of October 2016 were read and approved and found to be a proper record of the proceedings of the Board of Commissioners of Canyon County, Idaho. Minutes of the Board of Canyon County Commissioners' meetings are on file in the Commissioners' Office and may be viewed upon request.

#### MEDICAL INDIGENCY MATTERS

The Board met today at 9:04 a.m. to consider medical indigency matters. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, and Deputy Clerk Monica Reeves. Commissioner Pam White recused herself from today's medical indigency hearings. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to continue Case Nos. 2016-1570 and 2016-812 to March 23, 2017 at 9:00 a.m. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to take the following cases under advisement: Case Nos. 2016-1502, 2016-1524, and 2016-1606.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-1506

The Board met today at 9:15 a.m. to conduct a medical indigency hearing for Case No. 2016-1506. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, Stephen DeVille from Saint Alphonsus Regional Medical Center, the applicant, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to take the case under advisement and issue a written decision within 30 days. The hearing concluded at 9:27 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-1559

The Board met today at 9:30 a.m. to conduct a medical indigency hearing for Case No. 2016-1559. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, Attorney Mark Peterson, Flyer Seabrook from St. Luke's Regional Medical Center, the applicant and her mother, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to continue to February 9, 2017 at 9:00 a.m. The hearing concluded at 9:48 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-965

The Board met today at 9:53 a.m. to conduct a medical indigency hearing for Case No. 2016-965. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, Attorney Mark Peterson, Flyer Seabrook from St. Luke's Regional Medical Center, the applicant, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to put the case in suspension until the federal works compensation benefit is completed. The hearing concluded at 10:10 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-1574

The Board met today at 10:13 a.m. to conduct a medical indigency hearing for Case No. 2016-1574. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, Stephen Deville from Saint Alphonsus Regional Medical Center, the applicant, Interpreter Grace Arroyo, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously take the case under advisement to render a written decision within 30 days. The hearing concluded at 10:22 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-1571

The Board met today at 10:29 a.m. to conduct a medical indigency hearing for Case No. 2016-1571. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, Timothy Ryan from Saint Alphonsus Regional Medical Center, the applicant, Interpreter Grace Arroyo, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously take Case No. 2016-1571 under advisement to render a written decision within 30 days. The hearing concluded at 10:38 a.m. An audio recording is on file in the Commissioners' Office.

## MEDICAL INDIGENCY MATTERS

The Board met today at 10:40 a.m. to consider medical indigent matters. Present were: Commissioners Tom Dale and Steve Rule, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, and Deputy Clerk Monica Reeves. Ms. Kidd said there were several cases where neither the applicant nor the hospital appeared and she requested they be taken under advisement for a written decision upholding the original denial. Upon motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to take the following cases under advisement and make a written decision within 30 days: Case Nos. 2016-1595, 2016-1589, 2016-1532, 2016-1290, 2016-1548, 2016-1546, and 2016-1573. The proceeding concluded at 10:42 a.m. An audio recording is on file in the Commissioners' Office.

## LEGAL STAFF UPDATE

The Board met today at 10:52 a.m. for a legal staff update and there was discussion regarding what the declaration of emergency means to the County and the cities. Present were: Commissioners Steve Rule, Tom Dale and Pam White, Chief Civil Deputy P.A. Sam Laugheed, PIO Joe Decker, and Deputy Clerk Monica Reeves. Sam Laugheed said yesterday he had a conversation with Commissioner Dale and Lt. Schorzman, along with Joe Decker, to discuss the emergency management plan the Board adopted in 2015 that outlines the duties of several entities when there is an emergency or disaster situation. In those related statutes there's a section that allows a mayor or board chairman to unilaterally declare a disaster or emergency situation and our internal plan provides that when a city declares a disaster or emergency we have to pass that information on to the state and also consider issuing a similar declaration to help the city and to make it possible for coordination efforts to be more coherent from the emergency manager. He sent an email to the Board yesterday that explained and made clear that it was lawful and that he believes Chairman Dale was appropriate in executing that declaration. It lasts no longer than seven days without ratification by the Board so if we need it to continue we'd need a resolution of a majority of the Board. The declaration doesn't obligate the County to spend any resources or take any action, but it allows Lt. Schorzman to facilitate communication with these other entities, and he was going to be in contact with the cities and highway districts to find out if we can get some of their equipment within the city limits to help with the drain shoveling. Joe Decker said the city tracked down equipment on their own, and he said the declaration eliminates the red tape as far as hiring private snowplows to help out. Mr. Laugheed said it would be in our best interest to extend it for a defined period, to continue it for another 14 days to allow Lt. Schorzman to do what he needs to do. Mr. Decker said it came at the request of the cities of Nampa and Caldwell and their next step once they issue a declaration is to ask the County to do it and get that extra level of help. Mr. Laugheed said the state code doesn't seem to give the cities any authority except to declare an emergency. It doesn't require them to have the kind of plan we have but they have all signed on to our plan and that's the real benefit. We've triggered the plan that has protocols for communication and are asking the state for resource assistance; it will help down the line if a lot of resources ended up being expended and we'd

be able to ask the state for assistance and pass the funds through. Right now there's no obligation for tax dollars and his recommendation is we not spend any dollars until we get more information about what would be needed and where it would be going. The allocation of money should be in an emergency meeting and should require a majority of the Board before any tax dollars are spent. Commissioner Dale said Keri Sigman came in with Todd Herrera yesterday and her main concern dealt with flooding when the snow starts to melt, and the declaration will allow the cities to prepare for the runoff that's going to happen and he thinks that's good enough reason to keep the declaration in place for a while. Mr. Laugheed recommends we keep it to discreet periods of time and renew as necessary, and he said it's important to acknowledge the County doesn't have a snow emergency in unincorporated Canyon County; the cities have the issue. On another topic, Mr. Laugheed said he met with Director Paul Navarro yesterday about doing an RFQ on some tent options. The meeting concluded at 11:02 a.m. An audio recording is on file in the Commissioners' Office.

#### DISCUSSION REGARDING CHAMBERS OF COMMERCE MEMBERSHIP

The Board met today at 11:02 a.m. for a discussion regarding the chambers of commerce membership. Present were: Commissioners Tom Dale, Steve Rule and Pam White, and Deputy Clerk Monica Reeves. Commissioner White wants Canyon County to be a member of the Nampa and Caldwell Chambers of Commerce in the interest of reaching out to the communities. Commissioner Rule said some citizens feel the chamber of commerce is business and government should stay away from funding of commerce. Commissioner White has been a member in the past and she enjoyed it when the Commissioners attended chamber events. Commissioner Rule said it bothered him that Canyon County has never been recognized by the Nampa or Caldwell Chambers as a business member. Also, he stopped supporting the Nampa Chamber when they endorsed his opponent during a chamber luncheon about four years ago. Commissioner White said the chamber did not endorse her as a candidate. Commissioner Dale understands Commissioner Rule's points, but he enjoys attending the events to show that as a County official he is interested in business in their community and is willing to provide what support he can. He supports being a member. Commissioner White made a motion to pursue membership in the chambers of commerce in the Canyon County communities. The motion was seconded by Commissioner Dale and carried unanimously. Commissioner White said the County is a huge employer in the business community and with Commissioner Rule's permission she would like to have that discussion with some of the chamber representatives. The meeting concluded at 11:11 a.m. An audio recording is on file in the Commissioners' Office.

**FIFTH DAY OF THE JANUARY TERM, A.D., 2017  
CALDWELL, IDAHO JANUARY 13, 2017**

**PRESENT: Commissioner Pam White, Vice-Chair**

**Commissioner Steve Rule  
Deputy Clerk Monica Reeves / Jenen Ross**

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

The Board met today at 8:05 a.m. for a monthly meeting with the Administrative District Judge and the Trial Court Administrator to discuss general issues. Present were: Commissioners Steve Rule and Pam White, ADJ Brad Ford, TCA Doug Tyler, and Deputy Clerk Monica Reeves. Judge Ford and Doug Tyler introduced themselves to Commissioner White and reviewed their roles of the Administrative District Judge and Trial Court Administrator respectively. A new Administrative District Judge will start in January 2018. An important focus for the courts the past few weeks has been the weather, which has affected everyone, from illnesses among personnel and judges to people trying to get to the courthouse with the extreme road conditions. There was discussion regarding the Odyssey computer system and how the courtrooms will have to be modified to accommodate the equipment. Doug Tyler said the court facilities fund should cover both the bench reconstruction costs especially if the work can be done in-house, and the audio system in the second floor courtrooms, of which there are serious issues with. Mr. Tyler said the work that needs to be done in the third floor courtrooms is the most important because the district judges will need more than one monitor on their bench; as he becomes aware of the associated costs he will keep the Board informed. The sound system on the second floor is old and upgrades were approved as part of the 2016 budget but he has questions about whether the project needs to be bid and he didn't want to just buy the equipment. Judge Ford said the equipment goes back to the original construction of the courthouse and it's been duct taped and had add-ons. Mr. Tyler complimented the facilities staff for the job they have done during the winter storm as well as the work that's been done in the third floor jury rooms. The meeting concluded at 8:39 a.m. No Board action was required or taken. An audio recording is on file in the Commissioners' Office.

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

*Note for the record: As properly noticed the Board met today at 9:02 a.m. for a legal staff update. A request was made to go into Executive Session to discuss records exempt from public disclosure and attorney-client communication, and to communicate with legal counsel regarding pending/imminently likely litigation. The Executive Session was held as follows:*

Commissioner Rule made a motion to go into Executive Session at 9:03 a.m. pursuant to Idaho Code, Section 74-206(1) (d) and (f). The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule and White voting in favor of the motion to enter into Executive Session. The motion carried unanimously.



Present were: Commissioners Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, Deputy P.A. David Eames, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:20 a.m. with no decision being called for in open session.

**SIXTH DAY OF THE JANUARY TERM, A.D., 2017  
CALDWELL, IDAHO JANUARY 17, 2017**

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

APPROVED CLAIMS ORDER NO. 1-17-17

The Board of Commissioners approved payment of County claims in the amount of \$185.30 for accounts payable.

APPROVED CLAIMS ORDER NO. 1-25-17

The Board of Commissioners approved payment of County claims in the amount of \$139,572.63 and \$60,168.87 for accounts payable.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Chet Teats.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Simplex-Grinnell in the amount of \$1883.00 for the Facilities Department

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for Winco Foods LLC DBA Winco Foods (See Resolution #17-007)

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:31 a.m. for an office staff meeting. Present were: Commissioners Tom Dale, Steve Rule and Pam White, PIO Joe Decker, Deputy Clerks Jenen Ross and Monica Reeves. The Board reviewed the calendar with staff; discussion included appointments to the various boards and committees the Commissioners serve on. Joe Decker reported on the following communication items: The Idaho Press-Tribune is doing a story on how much counties, cities, and highway districts have spent on snow removal efforts, and according to Facilities Director Paul Navarro, the County has spent \$10,000. He will attend today's meeting at 9:00 a.m. to see about moving forward with the disaster declaration, and he will attend an IT meeting regarding the employee portal on the website. He is working with DSD Director on a joint press release with Ada County regarding FEMA changes to flood maps. And, he will update Commissioner White's biography on the website. The meeting concluded at 8:55 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 8:56 a.m. for a biweekly meeting with the Human Resources Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, HR Director Sue Baumgart and Deputy Clerk Jenen Ross. Director Baumgart reviewed the following items: Cindy Lorta will be taking over as the generalist for the BOCC once Ms. Doramus retires on January 20<sup>th</sup>, additionally she is not going to fill that vacancy at this point but rather distribute the work to see if an additional person is indeed necessary; revisions to the blue sheet are being worked on, Ms. Baumgart has shared it with auditing who approves of the changes and it is now being reviewed by the PA's Office; the evaluation program is still being worked on, there have been a couple of glitches but they are still having weekly meetings and she is meeting regularly with IT; Ms. Baumgart is working with auditing regarding a new payroll system, ADP is a very large company and not able to make accommodations for the needs of just the county; she is also continuing to work on the employee handbook. The meeting concluded at 9:01 a.m. An audio recording is on file in the Commissioners' Office.

MEETING TO DISCUSS CONTINUANCE OF LOCAL DISASTER EMERGENCY HAZARDOUS WINTER WEATHER DECLARATION; LEGAL STAFF UPDATE; AND CONSIDER AUTHORIZING INITIAL RESPONSE TO THE CITY OF CALDWELL REGARDING CASE NO. APP-16-06

The Board met today at 9:03 a.m. to discuss the continuance of local disaster emergency hazardous winter weather declaration, and to conduct a legal staff update, and to consider authorizing an initial response to the City of Caldwell regarding Case No. App-16-06. Present were: Commissioners Tom Dale, Steve Rule and Pam White, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, Deputy P.A. Zach Wesley, Controller Zach Wagoner,

Sheriff Kieran Donahue, Chief Marv Dashiell, Lt. Dave Schorzman, Captain Daren Ward, PIO Joe Decker, and Deputy Clerk Monica Reeves. On January 11, in response to declarations of emergency by several local cities the Board chairman issued a declaration and that triggered the activation of the County's 2015 disaster emergency operations plan. It was intended to facilitate assistance to the cities that are having the snow and flooding emergencies and it provided that it would expire within seven days unless there was action by the Board to continue it. Mr. Laugheed said the Board wanted to meet today in advance of tomorrow's deadline to hear from Lt. Schorzman, Joe Decker, and Zach Wagoner to decide whether to continue the declaration. Lt. Schorzman said the Cities of Nampa, Caldwell and Wilder declared an emergency. Nampa and Caldwell exceeded their snow removal budget but haven't expended their reserves so he told them to talk to the Board if they wanted to request assistance, financially or other ways. At this time it doesn't sound like they need financial assistance from us, but with the upcoming weather event that may hit there may be exigent circumstances where they need to expend further resources. In his opinion it wouldn't hurt to extend the declaration for another 30 days. Zach Wagoner said the County's financial position is very strong, and we are prepared to deal with an emergency or unanticipated event. Commissioner Rule asked at what point the declaration obligates the County for financial assistance. Mr. Laugheed said the continuation extends the declaration for an additional time period but it does not obligate the County. The emergency operations plan is the document that's at work here, and it makes clear that nothing can be expended absent another vote from the Board. It allows Lt. Schorzman to do this job and apply to the state, if necessary. Commissioner Rule said if a municipality comes to the County for help it might put us in a bad position to pay for cities that were not financially prepared. He has no problem extending the declaration providing there will be another discussion if there is a request for financial assistance. Commissioner Dale said they have to show that they have expended not just their snow removal budget but their reserves before they are eligible to apply for financial aid from the County. Mr. Laugheed said this is not a mechanism for the cities to automatically get financial assistance. Commissioner White made a motion to sign the Continued Local Disaster Emergency Hazardous Winter Weather Declaration for an additional 30 days. The motion was seconded by Commissioner Rule and carried unanimously. (The declaration was recorded as Instrument No. 2017-001917.) Mr. Wagoner said the County is currently holding about \$75 million in property tax money that has been collected on behalf of the other taxing districts and normally it's distributed on the 25<sup>th</sup> of January, but we could have checks available on Friday the 20<sup>th</sup>. It would cost the county a small amount of interest revenue but it would be a show of good faith of trying to get cash to the agencies in these unique circumstances. Commissioner White said it shows good faith and it's a great idea. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to make checks available on January 20, 2017.

The next item of discussion was the legal staff update and to consider authorizing an initial response to the City of Caldwell regarding Case No. APP-16-06. Mr. Laugheed said there are

some matters to discuss in Executive Session before the Board considers any action. An Executive Session was held as follows:

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

Commissioner White made a motion to go into Executive Session at 9:15 a.m. pursuant to Idaho Code, Section 74-206(1) (d), (f) and (i) to discuss records exempt from public disclosure and attorney-client communication, communicate with legal counsel regarding litigation, and to communicate with the County's risk manager regarding pending/imminently likely claims. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Steve Rule and Pam White, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, Deputy P.A. Zach Wesley, Sheriff Kieran Donahue, Chief Marv Dashiell, Captain Daren Ward and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:37 a.m. While in open session a discussion was held.

Mr. Laugheed asked the Board to entertain a decision and consider issuing a vote on the agenda item under legal staff which is to consider an initial response to the city of Caldwell re Case No. APP-16-06. Today is the deadline for the County and/or the Sheriff to request a reconsideration of the city of their decision in that special use permit amendment and rescission. The purpose of requesting reconsideration would be for the city to have an opportunity to address a jurisdictional issue we raise in the draft request that has to do with how the Sheriff's authority is balanced with the Board's authority in terms of the jail. He said it's a unique creature in terms of County property and that there are statutes where the Board manages property but the Sheriff takes possession of and keeps and transfers possession to successors of the jail and so we would request the city reconsider its jurisdiction in issuing the decision in light of the Sheriff possibly being a cosigner and applicant on the initial application for amendment. However, we would accompany this request with a tolling agreement and ask the city to consider executing that in lieu of rendering a decision because the County's purpose is not at this point to litigate with the city or force adversarial relationships upon them or ask them to solve complex issues relating to the Sheriff's authority and the Board's authority but instead put a hold on everything preserving the County's legal rights, preserving the Sheriff's legal rights while the County complies with their most recent January 3 decision which allows the County to appeal again for amendment to the special use permit after securing the structure through the construction of various improvements. The purpose of this request would be to toll out the time period in which the County or the Sheriff would be compelled to file a petition for judicial review past the time when we have an application and past the time when we would

expect the city to hear that application and render a decision. It's kind of a time out on the legal questions to allow us to comply with their request and our own good faith decisions about what needs to be done. Commissioner White made a motion to submit the request for reconsideration along with the tolling agreement to the City of Caldwell regarding the special use permit amendments regarding the meeting of January 3, 2017. The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners White and Dale voting in favor and Commissioner Rule voting against the motion. The motion carried by a two-to-one split vote with Commissioner Rule casting the only dissenting vote. Mr. Laugheed recommended the letter and tolling agreement be signed by the Sheriff. Sheriff Donahue said he is willing to sign it and is in full agreement with the recommendation to send this request for reconsideration along with tolling agreement to the city for a number of reasons and one in no small part, to help alleviate any type of adversarial concerns the city may have. He'd like to move forward in a positive manner and he believes this is a good step to do so. The letter will be delivered to the city today. The Board returned to Executive Session as follows:

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

Commissioner White made a motion to go into Executive Session at 9:43 a.m. pursuant to Idaho Code, Section 74-206(1) (d), (f) and (i) to discuss records exempt from public disclosure and attorney-client communication, communicate with legal counsel regarding litigation, and to communicate with the County's risk manager regarding pending/imminently likely claims. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Steve Rule and Pam White, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. The Executive Session concluded at 10:00 a.m. with no decision being called for in open session.

An audio recording of the open portion of the meeting is on file in the Commissioner's Office.

MEET WITH GREG HILL TO DISCUSS JAIL BOND ISSUES

The Board met today at 10:11 a.m. with Greg Hill from Boise State University to discuss jail bond issues. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Greg Hill from Boise State University, Chief Civil Deputy P.A. Sam Laugheed, Chief Deputy Sheriff Marv Dashiell, Clerk Chris Yamamoto, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. Mr. Hill is the Director of Idaho Policy Institute, which is a research center at Boise State

University. A year ago BSU reorganized some of its more applied academic departments into a school of public service and out of that school the new dean decided to take some of the work they used to do and look at ways to serve as a resource to state and local governments and non-profit organizations, and sometimes the private sector when it's appropriate, by leveraging the research skills that the faculty had some of the work we've worked on in the past. They work with public defense commission, survey research and then we've done some comparative policy analysis throughout on all sorts of different policy areas. They don't have a specific policy focus; they have a core set of researchers who have a broad set of research skills and they reach out to other faculty and leverage their substantive expertise in the area that allows them to work on a more broad range of policy areas. They started the institute in August of 2016 and the work they do is focused on neutral arbitration of ideas. Their focus is to provide alternatives to collect and analyze data and provide the decision-makers with those results so they can make the decisions. They have a lot of different ways to do survey research to try to get sense of what the citizenry would feel with respect to the jail bond and that spurred the conversation on what the institute could do to help the Board and serve as a resource. Commissioner Dale said the County has had a problem with the jail for the last 10-15 years. Three jail bond proposals have failed by various margins, and the City of Caldwell rejected an option to expand the current jail so we are still under the same inadequate jail that we've had since 1991. We cannot sit back and do nothing. We have a meeting on January 26 with Carter Goble Lee who will present a proposal for doing a jail needs analysis and create a strategic plan option. Given all the attention that's been garnered because of escapes and conflicts the awareness of the need has never been higher so we may be at a good time to come with a strategic plan and awareness of where we can go and provide some options. He is looking for input/data to help us move this forward. Clerk Yamamoto asked Mr. Hill what he will bring to the table as far as research, and he asked if he sees himself fitting in with a company like CGL. Mr. Hill said if they were to do a survey of Canyon County on their perceptions towards a jail bond, one of the advantages of collecting that sort of data is getting a better sense of where they're going to be in terms of the timing and how to market it, etc. They have done many different types of surveys: telephone surveys, and voice-over surveys with a digitized message. The analysis of the data can provide a set of policy alternatives or comparative or descriptive analysis of what's going on. With respect to working with another company it depends on how the Board wants to set up the arrangements. They could work with CGL and they would think of how to develop the scope of work. Their role can be to simply collect the public opinion data and analyze and provide it to the Board; they could work as a client of the Board and in conjunction with another client. They could create the questions, analyze, distribute, do the legwork and provide the report back to the Board. Their fee is relatively low because all they are doing is covering their costs and they have some support from the university. Commissioner Dale said these are the primary questions that need to be addressed: *What is the average voter's perception of the need for a new jail? What is the average voter's opinion on how that should be funded? What is the tolerance for paying off a bond as opposed to other options? If the County puts up 30% of the cost of the jail in cash, what is your tolerance for bonding for the rest of that?* Mr. Laugheed said the County has years of anecdotal evidence about why jail bonds haven't passed and if we have this kind of partnership with the university we would be able to get statistically significant reliable information that could be forecast out in the future about why didn't it pass once and what we could do differently in proposing the new ones to

maximize the likelihood of passage in a scientifically verifiable way. He also said he wants the contract to be with the Board of Commissioners, not Carter Goble Lee. Commissioner White asked if the survey will involve the voters or the general public. Mr. Hill said it depends on what the Board is interested in knowing. If it wants to know what the perception is of the likely voters, that's a different population group than the perception of the citizenry. How to do that is a function of what sort of phone banks they will buy to make that work. Commissioner White said oftentimes the citizens as a whole will come out on public safety and their perception of their safety and those needs. Mr. Hill said they could do a citizen survey to ask about the likelihood to vote; and then you can look at the data from those two different perspectives, although people are generally unreliable on that answer. Commissioner Dale said his opinion of the mechanized digitized polling is pretty low and if we're going to have a reliable survey it's going to require having grad students make the phone calls so you have a real person on the phone because people are more likely to respond to those kinds of calls rather than a digitized message. Clerk Yamamoto asked Mr. Hill to speak about his expertise and experience and how he would go about this and what matrix he foresees. Mr. Hill said the first thing to note is the difference between doing a public opinion poll on policy and the push poll for politics. One of the things that came out of the Presidential Election cycle when they saw that everybody missed so poorly is that it would deal a damaging blow to people's confidence in public opinion surveys. Those who got it right incorporated in their model historical trends and data and so on. He spoke about their services and how they collect the data and said they are very careful on how they word the questions. They are confident in their ability to provide statistically significant data but what they don't know is what the outcomes of those data are going to look like. They collect the data and analyze data and present it to the Board; they cross tab some of the data and leave it to the decision makers to decide. Mr. Laugheed said there are legal limitations on the County's ability to contract with people to advocate in favor of it but getting information that can be tailored by the Board to communicate is perfectly appropriate. Commissioner Dale said we cannot sit by and do nothing about the jail; we have to find a solution that is acceptable to the public and a poll of the public's opinion to find out what they are thinking would be really valuable in this effort. He's in favor of collecting the data we need for a needs analysis and creating a strategic plan so we can make sure we are crafting a plan that is acceptable and passable and that's where Mr. Hill can provide valuable assistance without becoming an advocate. Commissioner Dale asked Mr. Hill to draft a scope of work and what it might cost the County for these services. Mr. Laugheed said the Prosecutor's Office is in favor of collecting this kind of information for a reasonable fee because it's good to have one way or the other. He would like to see a copy of another agreement because the price level will matter in terms whether we have to do it through an additional procurement process, and, he envisions the agreement could follow under the personal independent contractor exception to the procurement statutes but he needs to look into it in more detail, along with the fee, to decide if we have to go through additional procurement. The meeting concluded at 10:42 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING A RESOLUTION TO ISSUE A REFUND TO ALAN MILLS FOR APPLICATION FEE FOR AN ADMINISTRATIVE LAND DIVISION

The Board met today at 10:48 a.m. to consider signing a resolution to issue a refund to Alan Mills for an application fee for an administrative land division. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, and Deputy Clerk Monica Reeves. Director Nilsson said Mr. Mills paid an application fee on behalf TMJF but they've decided to withdraw that application and they've applied for a preliminary plat so staff is requesting they receive a full refund in the amount of \$380. DSD has already taken in over \$1,000 for the plat and the work staff has done is rolling forward to the plat. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to approve the refund to Alan Mills. (See Resolution No. 17-006.) Director Nilsson said she will send the Board an email to get some COMPASS time to work on a project; no money is involved, they're just looking for time to work on a traffic impact to wineries and the permitting process. Commissioner Dale asked Director Nilsson if she wants to serve on the F.A.C.T.S. committee. Director Nilsson said she'll be happy to, but we have to make sure there is no liability with it. She spoke to Deputy P.A. Zach Wesley about it because they are a nonprofit corporation and there is an issue about whether her service will be on behalf of the County or whether it's in a personal capacity. The meeting concluded at 10:51 a.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING TO CONSIDER A REQUEST BY DAN RICHARDS FOR AN APPEAL OF A  
CONDITIONAL USE PERMIT, CASE NO. PH2016-37

The Board met today at 1:30 p.m. for a public hearing to consider a request by Dan Richards for an appeal of a Conditional Use Permit, Case No. PH2016-37. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Planner Jennifer Almeida, and Deputy Clerk Monica Reeves. The applicant sent a letter to DSD asking that the hearing be postponed to allow for more time to work with Southwest District Health and to prepare additional documentation. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to postpone the hearing to February 23, 2017 at 1:30 p.m. The meeting concluded at 1:32 p.m. An audio recording is on file in the Commissioners' Office.

MONTHLY MEETING WITH THE DIRECTORS OF SOLID WASTE, PARKS AND WEED  
CONTROL SUPERINTENDENT AND GOPHER DISTRICT DIRECTOR TO DISCUSS GENERAL  
ISSUES, SET POLICY AND GIVE DIRECTION AND TO CONSIDER SIGNING CHANGE ORDER  
#8 TO THE CONTRACT WITH TETRA TECH, INC., FOR ENGINEERING SERVICES AT THE  
PICKLES BUTTE SANITARY LANDFILL

The Board met today at 3:03 p.m. for a monthly meeting with the Directors of Solid Waste, Parks and the Weed Control Superintendent and Gopher District Director to discuss general issues, set policy and give direction and to consider signing Change Order #8 to the contract with Tetra Tech, Inc., for engineering services at the Pickles Butte Sanitary Landfill. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A.



Brad Goodsell (left at 3:09), Landfill Director David Loper, Weed Control Superintendent and Gopher District Director Jim Martell, Sr. Administrative Specialist Janet Avery, Parks Director Tom Bicak (arrived at 3:08), Outdoor Recreation Planner Nicki Schwend (arrived at 3:08) and Deputy Clerk Jenen Ross.

***CONSIDER SIGNING CHANGE ORDER #8 TO THE CONTRACT WITH TETRA TECH, INC., FOR ENGINEERING SERVICES AT THE PICKLES BUTTE SANITARY LANDFILL***

Brad Goodsell said this is change order no. 8 to an existing contract with Tetra Tech and that the contract is amended to add additional tasks. Director Loper explained that this change order is in regards to the cut and fill plan and landfill gas system design, the status report update recommended this be done to get the maximum amount of material in the landfill, this particular change order is a result of the increase in tonnage, they're up 13-14% and the landfill filled quicker than the original plan showed so some modifications were necessary along with some adjustment that were unknown during the original scope of work. Mr. Goodsell stated that the change order has been reviewed and there is no legal reason not to sign. Upon the motion by Commissioner White and second by Commissioner Rule, the Board voted unanimously to sign change order no. 8 to the contract with Tetra Tech, Inc. for engineering services at the Pickles Butte Sanitary Landfill (See agreement no. 17-003). Director Loper continued with his monthly meeting reporting on the following topics: He gave a review of waste amounts, October was up .33%, November was up 17.29% but down 7.45% in December as compared to a year ago, in total tonnage is up 3% for FY2017. The Monolithic cover design approval has been signed off on by Southwest District Health and DEQ, this will be the final cover for when they're ready to close and will be less cost than previous cover designs. Sometime in the near future he would like to work with the Board to evaluate the fee structure for specialty items; he has been working with the HR Director on some organizational structure changes and a resolution will be coming thru soon for those changes; currently the operations supervisor directly manages a lot of people and he is trying to break apart the structure by creating a lead mechanic position. The Household Hazardous Waste Collection event planning is in process, they are looking at possibly June 3<sup>rd</sup>, and are hoping to work with the Idaho Center as the location since it is reasonably centrally located and offers a large parking lot in order to keep a good flow to the traffic coming thru. They are going to be looking at some GPS equipment in order to complete the cut and fill plan as there needs to be certain grades, elevations and percent slopes, he will work with PA's office for that. He recently met with City of Nampa Public Works director and waste water treatment plant director to discuss bio solids waste, he would like to start accepting this waste in the spring and will seek Board approval for that prior to starting. They will be receiving class 'A' bio-solids waste which helps with vegetation growth. They will have to come up with an operation plan and fee structure for accepting this new waste as it will be higher than their regular gate fee. Director Loper anticipates increased revenue with receiving approximately 18-20 tons a day of the bio solid. Mr. Loper then gave a review of the monthly tonnage chart.

Jim Martell reported on the following topics: They are spending this week at the Idaho Association Weed Control conference and the Idaho Superintendents meeting is Friday in Boise, these conferences provide credits that keep licensing current.

Tom Bicak and Nicki Schwend reported on the following topics: reviewed the happenings at the Parks including snow fall, the Black Elk exhibit, Laura Barbour recently attended the Environmental Educators Roundtable in Boise, Lake Lowell field trips, Swan Falls Area Boating Access proposal, CWI Anthropology Department and Club is continuing to work on their multi-year Rock Art research project, the Annual luncheon was held on December 13<sup>th</sup> between the Historic Preservation Commission, Idaho Oregon Snake River Water Trail and SWID RC&D, the dredging of Wilson Springs and an update on the fishing docks at Lake Lowell and the request from the Deer Flat National Wildlife Refuge to leave some of the docks out longer, Mr. Bicak explained that the removal of the docks is quite a process and it would not be cost effective to leave just one dock out, his compromise is to leave all the docks out for an extra month (thru October) and then start the process of putting the docks away for winter, the Board is okay with this compromise and for him to offer this solution to the DFNWR (a copy of this presentation is on file with this day's minute entry). The meeting concluded at 4:02 p.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING A RESOLUTION RATIFYING FAIR BOARD CONTRACTS FOR THE NEW YEAR'S EVE BULLS AND BRONCS BASH AND MEETING WITH THE FAIR BOARD TO DISCUSS FUTURE PLANS OF THE CANYON COUNTY FAIR

The Board met today at 4:07 p.m. to consider signing a resolution ratifying fair board contracts for the New Year's Eve Bulls and Broncs Bash and for a meeting with the fair board to discuss future plans of the Canyon County fair. Present were: Commissioners Tom Dale and Pam White, Fair Director Rosalie Cope, Deputy P.A. Zach Wesley (left at 4:11), Fair Board Chairman Josh Sanders, Fair Board Director Laren Bailey, Fair Board Vice-chairman Tim Lowber, Olivia Weitz from the Idaho Press-Tribune, Fair Board Director Curt Krantz (arrived at 4:11) and Deputy Clerk Jenen Ross. Mr. Wesley explained that the Bulls and Broncs event was held on December 31, 2016 but due to the lack of quorum in the days prior to the event there were 5 contracts that were not able to be signed, the resolution today will ratify those contracts. Upon the motion of Commissioner White and second by Commissioner Dale the Board voted unanimously to sign the resolution to ratify the contracts for the New Year's Eve Bulls and Broncs Bash (See Resolution No. 17-008). In regards to the future plans of the Canyon County fair Commissioner Dale would like to dig a little deeper with the City of Caldwell to see what opportunities are available for the fair to remain in its current location because he doesn't feel the money is available to build a brand new facility from the ground up and that the conflicts with the city, the college and the Caldwell Night Rodeo can be worked out. He suggested that maybe the community needs to be asked their opinion of what the fair should be, his opinion is that the primary focus should be livestock, Ms. Cope stated that this is the either the largest or second largest livestock show in the state for 4-H and FFA, Commissioner Dale feels it's important to serve those youth. Laren Bailey says it's not so much conflict but just several entities all with different goals. The biggest issue is the sharing of space. Josh Sanders stated that the original purpose of wanting to move the fair

is that they've outgrown their footprint, they've reconfigured and adjusted but they are starting to lose some of the events that have been at the fair due to these adjustments and the size constraints. They met with the athletic director, Reagan Rossi, and the scheduler at the college a couple months ago, they talked thru the events that go on during the fair time and are trying to work around those things but there are still some logistical issues that occur that just aren't solved with scheduling. Currently the college is working on fundraising to put in a track, there is a five year lease set up so the carnival should still be able to operate. Additional plans for the college include a locker room facility and an indoor practice field which could produce more events for the college and more scheduling conflicts for the fair thus limiting revenues that reduce the overall tax burden. Tim Lowber spoke about how they were once told that they'd be allowed to use Simplot Stadium after there was turf put in but there is actually a chain-link fence around it and it's not available for fair use. The carnival has been moved into the rodeo arena but that took over 2-3 other events that used to be able to take place there. The fair board feels they are in a pattern of diminishing return as they keep losing space and there is less that can be done. As an industry standard Ada County kids are invited to show at the Canyon County fair offering a reciprocal deal so that Canyon County kids are able to show at the Western Idaho Fair but that may need to be evaluated this year as space is so limited. Laren Baily said they've done a lot of research on fairs in Idaho with similar type facilities, comparable in size and their attendance is much greater than Canyon County. The Fair Board believes it's directly related to the size of the facility, amount of parking and the amount of exhibitors that can be shown. Josh Sanders stated that in urban areas they see a lot of growth of the 4-H program and that the Ag programs in the Treasure Valley keep growing. In order to be in the FFA program kids need to have a project and often times those projects end up being livestock projects as there is revenue they can earn towards their college savings and there are scholarships that can be earned thru showing. With the space constraints it's going to start limiting the number of kids, as an example the hog facility is maxed out and they are rooming families together in pens, putting more animals into a smaller space trying to combine as many animals in one pen as possible. Ms. Cope said that last year they had 50 additional pigs and Mr. Sanders pointed out that last year they cancelled the breeding programs. They also eliminated the tack pens so kids are having to walk farther for their supplies. Commissioner White asked what the alternative plan is or what it's going to take to get the fair to stay. Laren Bailey informed the Board that he feels it's up to them to tell the Fair Board what to do as they've tried everything else and feel very frustrated because they've tried to do what they can with very little. Commissioner White asked about the possibility of extending the fair past the 3-4 days. Mr. Bailey said they've looked at that option but the costs just go up because you add things like security, parking, emergency medical services and policing but still don't have any more room. Commissioner White then asked if it would be possible to spread the fair out to multiple venues but the Fair Board feels that would split up families if you have multiple kids showing at different locations, several families take vacation time to be at the fair with their kids so that could put an additional burden on them. Josh Sanders stated they used to have several show rings but it's now limited down to sheep, swine and goat in one of the smaller show rings. Commissioner White said she's heard that if you cover the football field it can be used. Mr. Bailey said that's what they've been told but the problem is the estimates on the covers are between \$100K and \$300K depending on the type of cover and there is no funding to do that. Ms. Cope pointed out that there is also the issue of storage, the cover would need to be

stored somewhere undercover. She said the fair board has never seen the lease agreement with the College and they have a soccer tournament and the football team is practicing during the fair, even if the cover was purchased she is still not sure they'd have access as the field may be in use. Curt Krantz asked Commissioner Dale if he just wants the fair kept in Caldwell or specifically the location it's currently at. Commissioner Dale said we need to look at what's happening with the taxpayer dollars and evaluate how we want to define the fair, do we want to encourage Ada County to come over or do we want to do what most counties do and say this is a Canyon County Fair and we will first of all service our Canyon County 4-H and FFA then if there is room past that we'd welcome Ada County but thinks we need to focus on the Canyon County taxpayer residents first. We need to ask what we can do with the money we have. The first choice is to keep the fair in Caldwell, it's the least disruptive and most cost effective place to do it, if we can't do it there, then we need to find something that we can afford and that is conveniently located and go on to the second option. Commissioner Dale said he's had conversations with Mayor Nancolas and the College of Idaho and they're very willing to sit down and put everything on paper and look at it all again to see where we're at. Realistically we don't have the finances to go anywhere else and he won't commit to changes in fair location until he's able to see all the options; he questions whether Canyon County can support two full service venues (Idaho Center and a fair facility) and that is part of the fundamental issue he has with going out and building a whole new year round facility for the fair. Director Cope said she would like direction from the Board as to what their vision for the fair is and what expectations they have. She stated they've been growing... growing sponsorships, growing concerts, growing entertainment and at some point they've burst at the seams and there needs to be a long-term plan for what we realistically want it to look like. Commissioner White said she would like to keep it in a location that generations have been coming to, traditions are important, but keep the fair moving in a progressive forward motion, economically its sustainable and keeps moving that way and thinks the location it's in right now fulfills that. Curt Krantz said there are a lot of things to talk about and the Fair Board would like to have a more intensive day to go thru the facility, discuss safety issues such as the railroad/train, electrical concerns, gates and security that impact the facility as well as provide paperwork and research to show the financials and tax burden of a new facility to the Board. The Fair Board feels that if the fair continues where it's at that there will be an increased budget to keep operating the facility with the upgrades that need to be done and looking at that value of where it's at now vs. the revenue that can be brought in based on bringing some national shows that maybe don't fit into the Idaho Center category where this a little different venue that attracts a different clientele and kind of covers some different aspects and would like to bring that information to the Board so they have a chance to see those details. Commissioner White said she needs more information and will start keeping some notes, she would like a tour once the weather is nicer. Tim Lowber said his only focus is the kids, not the year round stuff, and their growth. He stated that the Board relies on the Fair Board as an advisory committee and every time the Fair Board advises over the past 30 years they've been shot down and he feels that a majority is being shot down by the minority which is not really what the country is built on. He said the one thing that can't be produced is parking and that's a reason people don't come to this fair. He's all for tradition, but sometimes you have to change to make it better for future generations and that's where we're at. He feels the politics are holding them back, he's seen it all and tried to see a way to make it work at the current location and if it's left where it is it's going to digress, it's going

to lose participation, lose revenue, it'll be like it was 100 years ago, a family get together. He stated that Canyon County is the premier county in the state of Idaho for Ag education and agriculture in general and it's not being showcased. The meeting concluded at 4:56 p.m. An audio recording is on file in the Commissioners' Office.

**SEVENTH DAY OF THE JANUARY TERM, A.D., 2017  
CALDWELL, IDAHO JANUARY 18, 2017**

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

APPROVED CLAIMS ORDER NO. 1708

The Board of Commissioners approved payment of County claims in the amount of \$1,521,254.38 for a County payroll.

APPROVED CLAIMS ORDER NO. 1-25-17

The Board of Commissioners approved payment of County claims in the amount of \$335,614.77, \$24,273.17, \$111,809.88 for accounts payable.

INDIGENT DECISIONS

The Board met today at 8:32 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Indigent Services Director Yvonne Baker, and Deputy Clerk Monica Reeves. Director Baker said Case No. 2017-342 meets the criteria, but there is a pending resource of social security disability so she is requesting the case be placed in suspension awaiting the final decision of that resource. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to place Case No. 2017-342 in suspension awaiting final outcome. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to issue initial denials on the following cases: Case Nos. 2017-317, 2017-318, 2017-319, 2017-320, 2017-332, 2017-334, 2017-340, 2017-341, 2017-343, 2017-359, 2017-427, and 2017-436. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to uphold the original denial for Case No. 2016-1606. The meeting concluded at 8:36 a.m. An audio recording is on file in the Commissioners' Office.

### MEETING WITH ADVOCATES AGAINST FAMILY VIOLENCE TO DISCUSS BUILDING REPAIRS

The Board met today at 9:30 a.m. with Kim Deugan from Advocates Against Family Violence (AAFV) to discuss building repairs. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Facilities Director Paul Navarro, Kim Deugan Executive Director of Advocates Against Family Violence, Nichole Schwend, Kathy Kershner and Tom Bicak from the Canyon County Parks Department, and Deputy Clerk Monica Reeves. Kim Deugan requested the meeting to discuss the potential for historic preservation funding for building repairs that need to be made to the AAFV shelter, which is located at 16<sup>th</sup> and Elgin in Caldwell. The facility is the former Odd Fellows historical home and is 120 years old. She recently spoke to the Idaho Historical Society and now that she has been made aware of the historical preservation funds she is looking at what can be done to not only make the needed repairs but take steps to preserve the history of the building. Tom Bicak said the County has been the recipient of an Idaho Heritage grant several times and he can assist her in applying for a grant. He said the County's Historic Preservation Commission (HPC) has an architect and historians that are professional and certified by the State of Idaho and the National Parks Service so that they can get the most awardable grant application. If there is a sister grant that's available the HPC would be happy to make application for that too. Another source would be the County levy fund that generates \$90,000 a year, and because the building is on the national register of historic places Ms. Deugan is qualified to apply. Commissioner Dale said Ms. Deugan needs an architect and a consultant to put together a preservation plan for the building and to phase the program and take advantage of grants that way. Ms. Deugan will make some calls and see if she can apply for a planning grant. Mr. Bicak said not only is the building historic, but it's providing important social services which will make it attractive to a lot of granting agencies. He invited her to the HPC meeting on second Tuesday of the month at 6:30 p.m. at the Lake Lowell Office. Ms. Deugan said she hasn't attempted any repairs or renovations because she thinks there may be asbestos and lead-based paint issues. Paul Navarro said if she is going to restore a portion of the building the permit will require her to address it because abatement cannot be circumvented. The meeting concluded at 9:51 a.m. An audio recording is on file in the Commissioners' Office.

### PUBLIC HEARING – REQUEST BY MARK AND DENISE CAMPBELL FOR A COMPREHENSIVE PLAN AMENDMENT, REZONE AND DEVELOPMENT AGREEMENT

The Board met today at 10:02 a.m. for a public hearing in the matter of a request by Mark and Denise Campbell for a Comprehensive Plan Amendment, Rezone, and Development Agreement, Case No. PH2016-47. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, DSD Planner Jennifer Almeida, Denise Campbell, and Deputy Clerk Monica Reeves. Jennifer Almeida gave the oral staff report. The P&Z Commission recommended denial of the comprehensive plan map amendment and rezone on October 6, 2016, and on November 3, 2016 the Commission recommended approval of the development agreement which would restrict the development of the property into three parcels. Staff is recommending denial of the comprehensive plan map amendment, rezone,

and development agreement. Director Nilsson said they tried to work with the applicant to preserve some agriculture on the property. What they could get through the development agreement was just the number of parcels but if they divide the property as they wanted all of the parcels would be less than five acres and it would be difficult to maintain even an agricultural exemption. She said they tried to get some clustering to preserve a larger component of agricultural land because so much is prime soil. Commissioner Rule said he appreciates that philosophy on a 40-acre or 80-acre parcel, but he's hesitant to do that when a parcel is contiguous to 13 pieces that are less than 5 acres. Generally if there's opposition the neighbors will appear, but in this case only the applicant is present. Ms. Almeida said at the October 6 hearing the P&Z Commission recommended denial of the comprehensive plan map amendment and the rezone; however, during their discussion they talked about a development agreement and if the applicant agreed they may recommend approval. She said they left the ball in the applicants' court on whether they wanted to do a development agreement; in discussions with the applicants they also requested to include a development agreement and ask for the Board's consideration of all three of those elements. Ms. Almeida said they couldn't bring it to the Board without a recommendation from the P&Z Commission so that's why they had the two hearing dates. Commissioner Dale said it's confusing that they recommended denial of the comprehensive plan map amendment and rezone but recommended approval of development agreement. Commissioner White said it appears that has already been set and it's contiguous. Director Nilsson said the P&Z Commission felt the development agreement would somehow mitigate the impact of agriculture and it was intended to hold them to three versus the whole property being developed. Commissioner Dale said you cannot develop this ground with two more buildings without a comprehensive plan map change and rezone so it seems like a conflict to say we don't want those but if you put a development agreement you can do it. Commissioner Rule agrees that it doesn't make sense. Denise Campbell testified that at the first hearing the P&Z Commission was torn and they had a tie the first time they voted. The property is on the border between Ada County and Canyon County; the Ada County side is entirely rural residential, while in Canyon County it's agricultural. In order to move forward and appease the P&Z Commission and because they do not intend to build six homes they went with a development agreement so they could get it done. Ms. Campbell said as far as clustering the homes together the neighbors don't want to see that because they like the rural character. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to close public testimony. Commissioner Rule made a motion to approve the comprehensive plan map amendment for Case No. PH2016-47. The motion was seconded by Commissioner White and carried unanimously. Ms. Almeida said staff recommended denial on this application so the Board needs to supply staff with answers to the criteria or direct them on what needs to change within the document to match the decision of approval. Commissioner Rule said the approval is because of the nature of the development in that area; it's contiguous and it would be a natural transition from dense residential to transitional type residential. Commissioner Dale said sometimes development agreements can mitigate concerns and he'd like one to limit the construction to three homes but if that's not the desire of the Board he's okay with that. Commissioner White is not comfortable requiring a development agreement; her decision is based on the applicant's testimony under oath, and because they felt pressured to have an agreement. Commissioner Dale said the only reason he would support an agreement is because when the property is sold we need an agreement tied to

the rezone that limits the number of homes. A roll call vote was taken on the motion to approve with Commissioners Rule, White and Dale voting in favor. The motion carried unanimously. Commissioner Rule made a motion to approve the rezone, with a development agreement, for Case No. PH2016-48, based on future growth and development and because of the precedence being set around two acres. He believes the request fits with the area. The motion was seconded by Commissioner White. Commissioner Dale appreciates that viewpoint but he wants to respect the P&Z Commission's recommendations and he wants to see it happen but he prefers to see a development agreement tied to the approval. A roll call vote was taken on the motion to approve the rezone with Commissioners Rule and White voting in favor and Commissioner Dale voting against the motion because he wants to see a development agreement attached to the approval. The motion carried by a two-to-one split vote with Commissioner Dale casting the only dissenting vote. Director Nilsson said staff will bring back the revised Findings as well as the resolution and ordinance on January 23 at 9:30 a.m. The hearing concluded at 10:32 a.m. An audio recording is on file in the Commissioners' Office.

**EIGHTH DAY OF THE JANUARY TERM, A.D., 2017  
CALDWELL, IDAHO JANUARY 19, 2017**

**PRESENT: Commissioner Tom Dale, Chairman  
Commissioner Pam White  
Commissioner Steve Rule  
Deputy Clerk Monica Reeves**

**APPROVED PURCHASE ORDERS**

The Board approved the following purchase order(s):

- Dell in the amount of \$46,432.62 for the Information Technology Department
- ConvergeOne in the amount of \$56,050.00 for the Information Technology Department

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

The Board met today at 8:33 a.m. for a weekly meeting with the Directors of Facilities and IT to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Pam White, IT Director Greg Rast, Assistant IT Director Eric Jensen, and Deputy Clerk Monica Reeves. Commissioner Steve Rule arrived at 8:54 a.m. Paul Navarro reported on his crew's work with snow removal. Due to the heavy accumulation of snow there will be roof issues on some structures; the DMV and jail have leaks, but the administration building, courthouse and juvenile justice center are in good condition. The Pod 5 structure is a problem due to snow sluffing off the roof. Crews have been working overtime to get snow and ice away from storm gutters so water can flow. Ice melt is hard to come by so they have



rented two skid steers to help with snow removal. The animal shelter and fair ground properties have been annexed into the facilities maintenance budget due to the need for snow removal at both sites. Mr. Navarro met with Sam Laugheed regarding an open RFQ for a list of qualified-based architects and engineering firms to help with small projects under \$100,000. The state division of public works shared their list of public works architects and engineers for small projects so Mr. Navarro will invite them to participate in the RFQ process. He met with performance engineers on Tuesday about the lid in the jail kitchen and he will meet with city officials today. He and the architect will pitch the idea before they spend money on drafting and designing. The lid is the first priority, and the outdoor recreation yard lid and fence will wait until the spring. He reported on a product he will purchase for the hardening of the inside of the walls in Pod 5; it's a sandwich of steel on one side and steel on the other side and a rigid plastic in the center. The cost is \$38,000 for materials and the labor will be done in-house. He needs to make sure the city approves of it and then he will work with legal to go through sole source process because it's over the threshold of \$25,000. Commissioner Dale said this is priority number one and we need to address it because he does not want to spend \$1 million a year for out-of-county housing. Mr. Navarro said with the fencing bids and the lid we'll be at \$150,000 when all said and done. Commissioner White said this is great news and it maintains the integrity and credibility with the City of Caldwell. Mr. Navarro reported that next week a crew will replace the heat pump in the Board's breakroom as well as replace the ceiling tiles and remove the pendant light; the items will be replaced with materials that are left over from the courthouse remodel so there will be no cost. Also, the crews will add ceiling tiles, an exhaust fan and add drop-ins for heating and cooling in the restrooms in the Board's office area. He received an invoice from the interim director at the West Valley Humane Society for some forensic harvesting of computers and she's asked him to pay from the maintenance fund. Commissioner Dale said the Board was told the cost would be around \$5,000, but after they worked through some issues the amount was reduced to \$2,500. Greg Rast said out of that fund IT services are being paid, and, legal has given IT the greenlight to service the animal shelter. Director Rast submitted two purchase orders for the Aumentum environment, which is the tax software used by the Assessor, Clerk and Treasurer. The total cost for a solution is \$102,000 for a long-term return on investment. He has met with the three elected officials and they support this purchase. Commissioner Dale will follow-up with the Controller to make we have the funding to approve the purchase orders in this current budget. Director Rast reported on the recording system in the Board's meeting room and how they are looking for a solution to address the light that comes directly off the recording system. A contractor was scheduled to install a light for the system, but his car broke down in Twin Falls and the weather has delayed him in coming back. Director Rast met with the Clerk, Controller, PA, and the Landfill Director regarding the desire to extend the County network to the landfill, the parks office, the museum at Celebration Park and the fair grounds. The project will be done in phases and there will be two purchase orders with one being paid from the enterprise fund. The IT Department will start a Windows 10 project for the County; the implementation will happen between June and September and they will make sure they have a game plan because it's a big change for the County. Director Rast reported on an issue with the audio system for the courts. He met with Clerk Yamamoto yesterday and he's been in contact with the Trial Court Administrator and Supreme Court because the audio system is not working at all. Problems include: faint on one side and loud on another, static, feedback, popping, and scratching, and

it's so bad the judges are refusing to use the audio for interpreters and they have required the Clerk's Office to bring interpreters onsite to do the interpretive services, versus over the telephone. There's a huge cost to fly them in from Seattle and because the interpretive services is now 100% under the Clerk - where it used to be shared between the State and the County - we are now incurring all the costs. Commissioners Rule and Dale questioned the move to bring interpreter services under the Clerk without any discussion with the Board. Director Rast said the contractor who installed the audio system is getting nothing but complaints from the TCA, Judge Ford and the Clerk so now it's becoming an IT issue. Director Navarro said the Supreme Court approved the contractor that we were required to use. Director Rast said this has been going on a year post-remodel and with all the problems he's called out a personal favor of the CIO of the Supreme Court who will be onsite Tuesday. The responsibility of the audio system is the Supreme Court's. The County is working the telephone side of things and the courts are working on the audio side of things and once he knows both of those things are solid they will integrate the two which means the telephone will go over the overhead audio system. Things are so bad they've had to conduct business in court on personal cell phones. He will reach out to Director Navarro if we need infrastructure work, but he's trying to limit the pool and the hands that are involved in this project. Commissioner Rule asked if we have incurred extra charges because of the Supreme Court's contract. Director Rast said interpreters have been sent back home because the system wasn't working. Commissioners Rule and Dale said we should charge the Supreme Court for those costs the County has incurred. Director Rast said on Tuesday they will lead the charge to get this thing done but he can only go so far since the Supreme Court owns all the equipment and provides the support. Director Navarro said the TCA wanted to hire a contractor from Fruitland or Payette for \$70,000 to \$80,000 but he objected to that that because 1) we need to get the Supreme Court involved, 2) we need to make the contractor who installed it accountable, and 3) we should not hire a third party before we identify what is wrong. Director Rast said there is a communication barrier amongst State staff. He will work with the CIO on a solution, but the cost to fix this should be put on the courts. Director Navarro said the infrastructure is there - the conduit, the wiring, and the hardware - it just needs adjustment and repair. Director Rast said the Supreme Court CIO told him this is not a resource or money issue, it's a focus issue and he will focus his staff on it. The meeting concluded at 9:08 a.m. An audio recording is on file in the Commissioners' Office.

#### MEETING TO DISCUSS CONTRACT WITH ELJAY WAITE

The Board met today at 9:09 a.m. to discuss the contract with ElJay Waite. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, ElJay Waite, and Deputy Clerk Monica Reeves. Controller Zach Wagoner arrived at 9:15 a.m. Mr. Waite presented the Board with the following handouts: Facility Construction Revenue Sources; September 30, 2016 Balance Sheet Governmental Funds; September 30, 2015 Balance Sheet Governmental Funds; September 30, 2016 Statement of Net Position Proprietary Funds; and Tax Year 2016 – CUR Increment Revenue Forecast. He reviewed the budget information, noting fund balances, and potential revenue sources for facilities. The growth in the sales tax that's occurred since the recession has come back higher; there has been a \$4 million increase in the sales tax revenues to the County and so that money was

moved as revenue to the general fund in the 2017 budget. Fund balance has gone up for capital outlay and unassigned has gone down a little. If the Sheriff were to help with the jail construction there is potentially \$3 million that could be allocated and wouldn't hurt the fund balance for the operating accounts.

**Suggestion that the Board look into allowing Republic Services to operate the landfill:**

Mr. Waite has had two meetings with Dave Fisher, the general manager of Republic Services regarding their desire to operate the landfill. Commissioner Rule said they made a pitch a few years ago to enter into a lease arrangement but the County wasn't interested in a lease, instead, we wanted a value and a sales number but they didn't provide that information so the issue faded away. Mr. Waite said if Republic Services operated the landfill they would build it up so all the regulatory and environmental concerns are addressed and it would relieve the Board of having to use one landfill. If the Board wants to look into that he thinks they will make sure the landfill stays economically feasible and low cost to the County. Even if there wasn't any money out there to use on a project Mr. Waite said he'd still look at that as how's the best way to operate the landfill. There's about \$15.6 million in cash and potentially a contract payment of \$10 million which could also include a royalty of \$1 million a year. If the funds were available and the reserves for final reclamation were accounted for in the agreement some of the \$15 million could be used for building facilities for the County.

Commissioner White asked if the funds are restricted only to landfill. Mr. Wagoner said yes, that money has been built up over years and years based on fees charged by the landfill and it has to be used for landfill purposes. The landfill budget spends between \$4 million and \$5 million a year and additionally, there is a liability for closure and post-closure care. At some point the landfill will be closed and there is cost to close it and then it needs to be maintained 30 years after it is closed.

**Review of urban renewal funding:**

There has been an awareness on the focus of the funding for the jail and the need to have funding for the Commissioners to do facilities throughout the County. The Urban Renewal Agency (URA) is another funding source; there will be excess funds after the bonds are paid for the administration building. The County accepted urban renewal's proposal to build the administration building and the URA bonded for it and will use some of that \$1.6 million every year to pay off the bond. (A total of \$1.195 million every year, and that leaves \$417,000 a year if there are no increases in the assessed value and no increases to the levy rates.) When it sunsets in 2022 there will be \$2.7 million that has not been used to pay for the building that has to be used for a project the County submits to the urban renewal board and is paid for by the URA. Whether it's a facility in the jail, or a facility somewhere else, or another parking lot, we will have a little over \$400,000 available every year that can be used for projects. Commissioner Rule asked how the County goes about capturing the \$400,000 a year so that it's identified and saved and not used for snow removal, for instance, or some other project. Mr. Waite said the County would suggest a project and urban renewal would contract with the contractor and pay the bills. If the County wants to do a project we'd have \$400,000 to do something every year, or, we can wait and urban renewal will hold it at \$2.7 million at the end. Commissioner Rule asked if the funds could be used to purchase Paul's

Market for expansion or warehouse needs. Mr. Waite said in 2017 there will be \$13,844,114 available to do a project, and if you add \$4 million for the budgeted sales tax and another \$400,000 for urban renewal, and if we did something with the landfill we could add another \$25 million into that and potentially have almost \$44 million to put against a facility. Commissioner Rule said the money is available and unless it is identified as going into a capital construction line for a specified project it has a way of not happening. In looking at the urban renewal document, Zach Wagoner said the \$1.6 million in property tax is what the County collects and remits to the Caldwell URA. He asked if the excess amounts of \$208,000 and \$417,000 are going to come to the County via cash on an annual basis or do they stay with urban renewal. Mr. Waite said the amendment states if the County asks for it they will send it, but what will probably happen is the Assessor would consider that a payment of future property tax so he would reduce the next year's property tax by that amount. If the County recommends a project and the URA approves it then it stays in urban renewal, it never goes to the County; URA just pays the bills. That way it never comes back to the County and it's an urban renewal project. It is not on the County's books as a debt. He said they can if the County wanted, but it would probably be taken off of what we could collect the next year so it would have zero impact to the County. If we let urban renewal do it it will be \$2.7 million worth of facilities that the County can have built while urban renewal is in existence. Commissioner Dale asked if the excess increment of \$417,000 can be used for leaking roof problems, for instance. Mr. Waite said they will ask their attorney if the requested project qualifies as an urban renewal project and if they do there's no reason for the urban renewal board to deny the request. Commissioner Dale asked if the funds could be used to harden the walls of Pod 5 and perform other work in order to comply with city requirements for the facility that are estimated to cost around \$150,000. Mr. Waite said the project should be larger than \$150,000, otherwise it looks like we're just performing repairs. Commissioner White said having spent nine years on the Urban Renewal Commission for the City of Nampa she is really gun shy over the court of public opinion with the use of urban renewal funds. This is good information, but she is very cautious about it. Commissioner Dale said the Board would have the opportunity to make the decision to expend these funds or utilize them to reduce what we need for our property tax for the coming year. We could potentially next year say we need "X" amount of property tax dollars to meet our needs because we have this excess in the urban renewal. Mr. Wagoner said if we are going to receive a cash payment of \$800,000 next fiscal year from the Caldwell URA then that could impact what we decide to levy in property tax. Commissioner Dale said that's a viable option as well as expending the funds for a project if we have something that is a dire need, for example, if we identify in a strategic plan that the purchase of Paul's Market to be used to house the public defender's office and for storage needs would be a benefit because it would eliminate the need to rent storage space. That project would likely be in excess of \$1 million. Commissioner Rule asked for an explanation on how the County became involved with urban renewal. Mr. Waite said it goes back to the original formation of urban renewal when in 1998 Caldwell went to Canyon County and the County decided it would make an urban renewal agency that mirrored the city's area plus the part that wasn't in the city. We were going to go 13-14 years and be done, but bonds were issued later which extended the life. The bonds for the administration building are going to pay off over time and they will use the bulk of the money; it's already been spent, there's just \$400,000 left a year now so with that in mind they looked at the amendment and decided that the URA would do projects for the taxing

districts based on recommendations for the taxing districts. Mr. Waite said there will always be public outcry no matter what we do because that's just what urban renewal causes; it is totally misunderstood out there. He said the changes in Canyon County are an incredible value to the taxpayers based on Nampa's urban renewal and Caldwell's urban renewal. He said Canyon County does not have the authority to have an increment area, a revenue allocation area, but it does have an urban renewal area that's a little bigger than Caldwell's and that's why the value in the County's urban renewal area is bigger than the city's by \$3-\$4 million. The county does not have revenue generating authority the city has but it has been supportive of this from the very beginning. Commissioner Rule said it wasn't like the County created its own, it was in conjunction with this one and the Commissioners were enticed by the downstream revenue that we're able to recognize today. In conclusion, Mr. Waite said he's enjoyed being the Board's financial consultant and if there are things it wants him to do in the future he would be willing to assist. He will retire from the City of Caldwell in 14 months and he will be doing projects like this along the way. The meeting concluded at 10:07 a.m. An audio recording is on file in the Commissioners' Office.

**NINTH DAY OF THE JANUARY TERM, A.D., 2017  
CALDWELL, IDAHO JANUARY 20, 2017**

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

**APPROVED CLAIMS ORDER NO. 1-25-17**

The Board of Commissioners approved payment of County claims in the amount of \$104,606.69 for accounts payable.

**CONSIDER SIGNING WATERWAYS IMPROVEMENT GRANT**

The Board met today at 9:00 a.m. to consider signing the waterways improvement grant Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. David Eames, Lt. Ben Keyes, and Deputy Clerk Monica Reeves. David Eames said he and Lt. Ben Keyes have been working on the grant application for the past month. As part of the process a meeting was held so that the public could offer comment. Lt. Keyes is applying for a grant in the amount of \$62,750 to be used for the purchase of a new patrol boat; he will trade a 1992 Custom Weld boat and a 2005 Custom Weld boat and the proceeds of the trade-in, which total \$30,000, will be applied towards the grant amount. The grant will be awarded by the end of June or the first of July. Mr. Eames said if we are awarded the grant there will be further process to make sure the trade is done transparently and properly. Commissioner Dale asked if we have to advertise the trade-in boats as surplus

property. Mr. Laugheed said it depends on where we trade them. In the past we've traded equipment with the same dealer we are purchasing from and we've treated it as part of the cash exchange but if that is not the case here then Mr. Eames and Lt. Keyes will have to go through additional processes to set up an auction. One way or the other the action will be recorded in the Board's minutes. Commissioner Dale asked if we would be able to sell the boats to someone if they were offering more than we are getting through a trade. Lt. Keyes said this is uncharted waters for him because in the past we have provided a cash match rather than a trade. Commissioner White wants to make sure the trade-in of two boats will not leave the department short on equipment, Lt. Keyes said it will not. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the waterways improvement grant, a copy of which is on file in this day's minute entry. The meeting concluded at 9:08 a.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE

The Board met today at 9:09 a.m. for a legal staff update. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. David Eames, and Deputy Clerk Monica Reeves. Sam Laugheed said yesterday the Board met with ElJay Waite who rendered his report on the finance issues that he'd been retained to review and he concluded that the portion of his project was done but he would remain on call if the Board needed him in the future. The contract requires written notice to formally terminate so the safest thing to do from a legal perspective would be to formally terminate the contract, but not in any sort of upset way. If a need arose in the future the Board could again contract with Mr. Waite on an independent basis. It was decided that the Board will send a letter to Mr. Waite terminating the contract but recognizing his desire to serve on a consultant basis if necessary. Commissioner Dale said he's had conversations with him and he understands for this portion of the work he is finished. David Eames advised Commissioner White that he has prepared a letter informing the Region 3 Mental Health Board that she will be attending the meetings and he has let the board chairman know and he is excited to work with her. The meeting concluded at 9:14 a.m. An audio recording is on file in the Commissioners' Office.

#### DETENTION CENTER INSPECTION CONDUCTED

The Board conducted a quarterly inspection of the detention center. The Board evidenced proper care and security and the inmates' welfare throughout the facility. General grievances were filed and have been processed in accordance with standard procedures.

**TENTH DAY OF THE JANUARY TERM, A.D., 2017  
CALDWELL, IDAHO JANUARY 23, 2017**

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

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- BOE in the amount of \$7,963.00 for the Information Technology Department

#### APPROVED SALARY RATE REQUESTS

The Board approved a salary rate request for Steven Hatch, Sydney Elliott, Nathaniel Ashby, Mary Gigray and Mike Richards.

#### COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:31 a.m. for an office staff meeting. Present were: Commissioners Tom Dale, Steve Rule and Pam White, PIO Joe Decker, Deputy Clerks Jenen Ross and Monica Reeves. The Board reviewed the calendar with staff; discussion included this week's appointments and scheduling issues. Joe Decker reported on the following communication items: he worked with Lt. Schorzman from the Sheriff's Office to distribute sandbags to the public last Friday, Saturday, and Sunday; he will film a PREA training video for the Sheriff's Office; the Woods felony trial starts today. No Board action was required or taken at today's staff meeting. The meeting concluded at 8:45 a.m. An audio recording is on file in the Commissioners' Office.

#### CONSIDER SIGNING JANUARY 23, 2017 AGENDA ITEMS, AND LEGAL STAFF UPDATE

The Board met today at 9:03 a.m. to consider signing the January 23, 2017 agenda items. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. The items were considered as follows:

***Resolution to appoint Jean Udesen to the Canyon County Board of Community Guardians:***  
The request for appointment was submitted by Clair Roper, the Chairman of the Board of Community Guardians, and a background check was conducted on Ms. Udesen. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to appoint Jean Udesen to the Canyon County Board of Community Guardians. (See Resolution No. 17-010.)

***Resolutions appointing Board members to the Idaho Association of Counties and Valley Regional Transit:*** Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to appoint Tom Dale as the Canyon County Representative on the Idaho Association of Counties Board, and to appoint Tom Dale and Pam White to serve as primary representatives and Tricia Nilsson to serve as the alternate representative on the Valley Regional Transit Board. (See Resolution Nos. 17-011 and 17-012.)

***Consider signing legal notice of entering into personal services contract with Kenneth Stringfield:*** Mr. Stringfield has a contract with the County to provide consultation service to the inmates in the jail. It's an outgrowth of the ACLU litigation and is for the purpose of providing access to courts. We don't have a law library, but we provide a law librarian essentially and some court documents that Mr. Stringfield helps inmates fill out in order to initiate claims. The contract has already been approved; this just gives notice to the public. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the legal notice of entering into a personal services contract with Mr. Stringfield.

***Legal Staff Update:*** Mr. Goodsell informed the Board about an offer Ivan Salazar made on a tax deed parcel in the amount \$6,374. It was offered for sale in November but was not sold; the taxes owing are \$7,882.23. There is also a special assessment from the City of Wilder in the amount of \$6,872.37. Mr. Goodsell will inform Mr. Salazar of the special assessment that's owed. He asked for direction on whether the Board wants to accept the offer or make a counter offer. Commissioner Rule wants to know what the penalties and interest are before he acts on it, although he did say he would support an offer that covers the taxes owed. Mr. Goodsell will come back with that information tomorrow. The Board went into Executive Session as follows:

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

Commissioner White made a motion to go into Executive Session at 9:18 a.m. pursuant to Idaho Code, Section 74-206(1) (b) and (d) to discuss a personnel matter and records exempt from public disclosure and attorney-client communication. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy P.A. Sam Laugheed, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:35 a.m. with no decision being called for in open session.

An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

**CONSIDER REVISED FINDINGS OF FACT, CONCLUSIONS OF LAW AND ORDER, RESOLUTION, AND ORDINANCE AMENDMENT IN THE MATTER OF THE REQUEST BY**



MARK AND DENISE CAMPBELL FOR A COMPREHENSIVE PLAN AMENDMENT AND REZONE; CASE NOS. PH2016-47 AND PH2016-48

The Board met today at 9:37 a.m. to consider revised findings of fact, conclusions of law and order, resolution, and ordinance amendment in the matter of the request by Mark and Denise Campbell for a Comprehensive Plan Amendment and Rezone; Case Nos. PH2016-47 and PH2016-48. Present were: Commissioners Tom Dale, Pam White and Steve Rule Deputy P.A. Zach Wesley, Director of Development Services Tricia Nilsson, Planner Jennifer Almeida and Deputy Clerk Jenen Ross. Jennifer Almeida stated that she has prepared the updated findings based on the Board's decision last week, they've been reviewed by the legal staff and are ready for signatures. Commissioner Rule made a motion to approve the resolution for the comprehensive plan map amendment to change the designation of parcel R29014-010A from agriculture to residential (See Resolution No. 17-009), the findings of fact, conclusions of law and order for the comprehensive plan map amendment for case no. PH2016-47, to approve the ordinance directing the amendments to the Canyon County zoning map to change the designation of parcel R29014-010A from agricultural to a rural residential zone (See Ordinance No. 17-001) and to approve the finding of fact, conclusions of law and order for a rezone for case no. PH2016-48, the motion was seconded by Commissioner White. A roll call vote was taken with the Board voting unanimously to approve the motions as read into the record. The meeting concluded at 9:41 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 9:44 a.m. for a monthly meeting with the Director of Development services to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Director of Development Services Tricia Nilsson and Deputy Clerk Jenen Ross. Director Nilsson reported on the following topics: Revenues for the first quarter are up but she anticipates they will probably dip with the bad weather and things slowing down. Canyon County has not had any crisis in terms of buildings collapsing but it is not something the county would be involved in as is has not adopted a "dangerous building" portion of the code and would have no responsibility to that other than a building permit to rebuild. She is working with Treasure Valley Renewables, they are having frustrations with getting some property owners signatures, P&Z signed revised findings on Thursday and she will try to get their report to Board well in advance of the public hearing. Commissioner Dale requested a synopsis of the P&Z hearings; there is an open house planned for next Tuesday in the administration building public meeting room regarding the new FEMA maps which she will attend along with the other two that will be held in Ada County; Director Nilsson is planning to make a formal request to FEMA regarding the seclusion of certain areas, she stated that in a mapping effort to identify levies if they couldn't determine who was responsible they would seclude them to be studied in detail in the future, in the past the County has agreed to the seclusion but with better technical information we no longer want them secluded as the new mapping actually give more relief from flood regulations in regards to flood depth and the

base flood elevation, she will present the letter to the Board for approval once it's complete. Commissioner Rule asked if an overlay could be done comparing the new maps to the old ones, Ms. Nilsson said she's had a hard time doing that but that she could come up with something to show the comparison and thought it might be helpful to schedule some time with the Board to review the changes; this Wednesday she will be attending a strategy meeting to discuss the condition of I-84, Commissioner Dale would like to see a push for expansion, he feels it's far past the point of just repairing, Commissioner Rule concurred with Commissioner Dale. Commissioner White said it needs to be done to completion and correctly. Director Nilsson is continuing to work with the PA and Treasurer regarding the abatement ordinance, the Board has requested to see a draft copy of the ordinance once it's completed. The meeting concluded at 10:01a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 10:01 a.m. for a biweekly meeting with the Fleet Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Fleet Director Mark Tolman, Sr. Administrative Specialist Dawn Pence and Deputy Clerk Jenen Ross. Director Tolman reported on the following topics: the shop is in the process of changing over the asset tracking system, these units are in the vehicles and tracks vehicle activity; patrol equipment is arriving and utilities are scheduled to come off the line today; Director Tolman asked about the ICRMP online training, Commissioner Dale has some questions about the benefits, downside, cost and time involvement along with whether this is something that needs to be done by a certain percentage of employees or just certain segments. Commissioners Dale and Rule agreed it would be best to get all the involved parties together to discuss the details before a decision is made. Mr. Tolman indicated that they have approximately 7000 sand bags available to help with emergency management. The meeting concluded at 10:11 a.m. An audio recording is available in the Commissioners' Office.

#### BOARD OF EQUALIZATION – SUB-ROLL HEARING FOR SORRENTO LACTALIS

The Board of County Commissioners, sitting as a Board of Equalization, met today at 10:32 a.m. to conduct a sub-roll hearing for Sorrento Lactalis, PIN 30424000 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy Assessor Joe Cox, Appraisal Supervisor Brian Stender, Appraiser Mike Cowan, Caroline Miner from the Altus Group, Admin. Specialist Jennifer Loutzenhiser, and Deputy Clerk Monica Reeves. Caroline Miner offered testimony on behalf of Sorrento Lactalis regarding their protest of the Assessor's supplemental roll assessment. Mike Cowan and Joe Cox offered testimony in support of the assessed value. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to close public testimony. Commissioner Rule said he doesn't like the comps in this case; one is a pretty good comparable sale but they are not equal. Another issue is that it doesn't sound like they have

been able to communicate well as far as getting the information the Assessor needs to complete this process in a way that might be acceptable to Sorrento Lactalis so for those two reasons he will make a motion to deny the appeal and send the matter to the board of tax appeals, or, let them take the matter to District Court to work out their differences. The motion was seconded by Commissioner White. Commissioner Dale said he understands where Ms. Miner is trying to go with this and he agrees with Commissioner Rule's comments. There isn't enough information for him to overrule what the Assessor's Office has done and he said if the motion passes and the appeal is denied it will go to the state board of tax appeals and they have experts who can take the individual data and try to come up with a resolution. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor. The motion carried unanimously. The hearing concluded at 11:10 a.m. An audio recording is on file in the Commissioners' Office.

#### BOARD OF EQUALIZATION – SUB-ROLL HEARING FOR WILLIAM AND MELODY BRACCA

The Board of County Commissioners, sitting as a Board of Equalization met today at 11:10 a.m. to conduct sub-roll hearing for William and Melody Bracca, PIN 37800010 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy Assessor Joe Cox, Appraisal Supervisor Brian Stender, Appraiser Gerri Tallabas, Appraiser Roger Craig, Admin. Specialist Jennifer Loutzenhiser, William Bracca, Melody Bracca, and Deputy Clerk Monica Reeves. William and Melody Bracca offered testimony in support of their protest. They questioned why they received a supplemental assessment, and they feel like their property assessment is too high. They also spoke about the issues they have had with their construction contractor and the permitting process. Gerri Tallabas and Roger Craig offered testimony on behalf of the Assessor's Office. Ms. Tallabas reviewed comparable sales data, and said she has had to do estimates because she hasn't been allowed access to the subject property. Mr. Craig said they have an occupancy date of April because that is when Mr. Bracca told him they started storing items on the property. Joe Cox said either he or Brian Stender will view the Bracca property and see what is out there because up until now they have had to do their best estimate from the road. He suggested the Board make a decision today with the condition that the Assessor's Office will view the property and if they are incorrect in their valuation they will make an adjustment. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to close public testimony. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to uphold the assessor's value. The hearing concluded at 11:41 a.m. An audio recording is on file in the Commissioners' Office.

#### **ELEVENTH DAY OF THE JANUARY TERM, A.D., 2017 CALDWELL, IDAHO JANUARY 24, 2017**

**PRESENT:     Commissioner Tom Dale, Chairman  
                 Commissioner Pam White  
                 Commissioner Steve Rule**

## **Deputy Clerk Monica Reeves / Jenen Ross**

### **LEGAL STAFF UPDATE, AND CONSIDER NOTICE OF GRANTING OF REAL PROPERTY TO THE CITY OF MELBA**

The Board met today at 9:01 a.m. for a legal staff update and to consider a notice of granting of real property to the City of Melba. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. Chief Civil Deputy P.A. Sam Laugheed and Deputy P.A. Zach Wesley arrived at 9:05 a.m. Mr. Goodsell said the Board had directed him to prepare the documents necessary to transfer two parcels to the City of Melba. If the Board approves the notice it will be published in the newspaper on January 30, and a public hearing will be held on February 13. If the transfer is approved at that time he will prepare the quitclaim deeds. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to sign the notice of granting of real property. As part of the legal staff update, Mr. Goodsell updated the Board on an offer from Ivan Salazar to purchase a parcel that was acquired by tax deed. Yesterday he indicated the taxes owed total \$7,882.23; \$3,800 is owed in actual taxes and the remainder is interest and penalties. The Board would like to accept Mr. Salazar's offer of \$6,374, and they asked Mr. Goodsell to make sure he is aware there is a lien on the property that the County does not have control of. Mr. Goodsell will prepare a response email to Mr. Salazar and he will send a copy to the Board. There was brief discussion regarding the Board's desire to send a letter supporting legislation for the public health districts. An Executive Session was held as follows:

#### **EXECUTIVE SESSION – PERSONNEL MATTER, RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS**

Commissioner Rule made a motion to go into Executive Session at 9:07 a.m. pursuant to Idaho Code, Section 74-206(1) (b), (d) and (i) to discuss a personnel matter, records exempt from public disclosure and attorney-client communication, and to communicate with the County's risk manager regarding pending/imminently likely claims. The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Brad Goodsell, Chief Civil Deputy P.A. Sam Laugheed and Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:53 a.m. with no decision being called for in open session.

While in open session, Commissioner Dale asked for a motion regarding the letter of support for draft legislation proposed by the public health districts. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to sign the letter of support for the legislation proposed by the public health districts of Idaho. The letter will be sent to members of the Idaho State Legislature. The discussion

concluded at 9:54 a.m. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

BIWEEKLY MEETING WITH THE DIRECTORS OF MISDEMEANOR PROBATION, JUVENILE PROBATION AND JUVENILE DETENTION TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION

The Board met today at 10:03 a.m. for a biweekly meeting with the Directors of Misdemeanor Probation, Juvenile Probation and Juvenile Detention to discuss general issues, set policy and give direction. Present were: Commissioners Pam White and Steve Rule, Juvenile Detention Deputy Administrator Sean Brown, Juvenile Detention Assistant Supervisor Nathaniel Ashby, Director of Juvenile Detention Steve Jett, Director of Misdemeanor Probation Jeff Breach, Deputy Director of Misdemeanor Probation Lisa Sheehan, Director of Juvenile Probation Elda Catalano, Juvenile Probation Lead Administrative Supervisor Rachel Jacques, Juvenile Probation Administrative Specialist Erin Lancaster and Deputy Clerk Jenen Ross. Director Catalano brought two staff members for introductions to Commissioner White, both spoke on their responsibilities within the Juvenile Probation department and their previous experience. Director Breach gave the following update: there is a domestic violence court shareholders meeting coming up at the end of February, current shareholders are Public Defender Tera Harden, Prosecuting Attorney Chief Deputy Chris Topmiller, Judge Ford, Judge Kline, Trial Court Administrator Doug Tyler, representatives from the Supreme Court and the state domestic violence court coordinator. In recent years the domestic violence court has ebbed and flowed, the Prosecuting Attorney's Office has been working on an MOU to reshape this court and turn it into a more traditional problem solving court. He's seen the initial draft, and based on it and the expectations for probation he's not going to be able to handle the requirements with the current staffing levels. He feels that with any version of the draft they're not going to be able to handle the requirements unless the Board gives them an additional position in FY18 specifically to handle the need of the domestic violence court. He anticipates having to ask for the one additional position to specifically handle the domestic violence court because it will be very time intensive as they will have approximately 50 cases each week to review and collect information on along with team staff meetings. Additionally, the MOU states that the person will have specialized training for this position. The program will be an 18 month program with 4 phases, the first 2 phases the offenders will have to go to court weekly, the 3rd phase is to be in court 3 times a month and the 4th phase to be in court one time a month. Along with the potential of taking on the domestic violence court, Director Breach's department also handles the DUI court which is really high functioning, that team recently returned from a national training and are making some revisions to their processes and in turn are going to be asking misdemeanor probation to do much more than what they're currently doing. Director Jett brought two staff members with him: Nathaniel Ashby and Sean Brown, both spoke about their job responsibilities and previous experiences. He then presented an article written by Mr. Brown in 2010 that was published in 'Corrections Today' in their annual Best in the Business edition. The meeting concluded at 10:15 a.m. An audio recording is on file in the Commissioners' Office.

**TWELFTH DAY OF THE JANUARY TERM, A.D., 2017  
CALDWELL, IDAHO JANUARY 25, 2017**

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

**APPROVED PURCHASE ORDER**

The Board approved the following purchase order(s):

- VLCM in the amount of \$2339.92 for the Information Technology Department

**CONSIDER INDIGENT DECISIONS**

The Board met today at 8:46 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Indigent Services Director Yvonne Baker, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to make the initial determinations of denial for the following cases: Case Nos. 2017-335, 2017-380, 2017-363, 2017-229, 2017-360, 2017-491, 2017-358, 2017-361, 2017-362, 2017-381, 2017-385, 2017-357, 2017-378, and 2017-461. Director Baker read the following cases and their continuance dates into the record: Case Nos. 2016-1599, 2016-1587, and 2016-1607 will be continued to March 9, 2017; Case Nos. 2017-1714, 2016-696, 2016-697, 2016-1559, 2016-1099, 2016-1289, 2016-745, 2016-746, 2016-1705, 2016-1704, 2016-1517, 2016-1206, 2016-1657, 2017-36, 2016-925, 2017-94, and 2016-1710 will be continued to February 16, 2017. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to continue the cases as read into the record. The meeting concluded at 8:52 a.m. An audio recording is on file in the Commissioners' Office.

**CONSIDER RESOLUTION ADOPTING CHANGES TO THE JOB DESCRIPTION, TITLE AND SALARY RANGE FOR MULTIPLE POSITIONS IN THE SOLID WASTE DEPARTMENT**

The Board met today at 8:52 a.m. to consider a resolution adopting changes to the job description, title and salary range for multiple positions in the Solid Waste Department. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Solid Waste Director David Loper, HR Generalist Cindy Lorta, and Deputy Clerk Monica Reeves. David Loper is making some organization structure changes to make the span of control from some supervisors a little less and for some a little more. The landfill supervisor is a simple job description change to make some duties a little clearer; the minimum and midpoint salary range will not change. The lead landfill heavy equipment operator will have small tweaks in the job description; the minimum and mid-point salary range doesn't change. There are changes to the job description for the landfill mechanic position, but the mid-point and

minimum salary range do not change. He wants it to read as landfill heavy equipment mechanic so that when he recruits for the position he will get applicants who are applying for heavy equipment. He needs somebody to take charge and manage the machines according to the strict maintenance process and schedules. One of his mechanic positions is increasing to a lead position with more duties, job description changes, and title changes and there is an increase as far as the minimum and mid-point, however, it's exactly the same as his lead heavy equipment operator minimum and mid-point so those two (the lead heavy equipment operator and the lead mechanic) are the same. Right now the mechanic salary minimum and mid-points are the same. When all changes are done, due to the circumstances and dynamics that will take place, his total salary budget line item should be the same or a little less. According to Director Loper his salary budget is not increasing. Cindy Lorta said HR has reviewed the changes and approved the language in the resolution. Commissioner White made a motion to approve the resolution and adopting the changes. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion. The motion carried unanimously. (See Resolution No. 17-013.) The meeting concluded at 9:00 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION – PERSONNEL MATTER, RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

Note for the record: As properly noticed the Board met today at 9:03 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter, records exempt from public disclosure and attorney-client communication, and to communicate with the County's risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:

Commissioner Rule made a motion to go into Executive Session at 9:04 a.m. pursuant to Idaho Code, Section 74-206(1) (b), (d) and (i). The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. The Executive Session concluded at 10:05 a.m. with no decision being called for in open session.

**THIRTEENTH DAY OF THE JANUARY TERM, A.D., 2017  
CALDWELL, IDAHO JANUARY 26, 2017**

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

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Idaho Tower Construction Co. in the amount of \$9000 for the Information Technology Department
- Idaho Tower Construction Co. in the amount of \$4800 for the Information Technology Department
- Netmotion Software Inc in the amount of \$4830.58 for the Sheriff's Office

#### MEET WITH ALAN RICHARDSON OF CARTER GOBLE LEE REGARDING NEEDS ANALYSIS PROPOSAL

The Board met today at 8:04 a.m. with representatives from Carter Goble Lee (CGL) regarding a needs analysis proposal. Present were: Commissioners Tom Dale and Pam White, Alan Richardson and Chris Monsma from CGL, Sheriff Kieran Donahue, Chief Deputy Sheriff Marv Dashiell, Captain Daren Ward, Clerk Chris Yamamoto, Controller Zach Wagoner, Chief Civil Deputy P.A. Sam Laugheed, PIO Joe Decker, and Deputy Clerk Monica Reeves. Alan Richardson and Chris Monsma gave a PowerPoint presentation, a copy of which is on file with this day's minute entry. Mr. Richardson said CGL was here six months ago and they were asked to look at a couple of options, either the plan to expand the existing jail facility compared with the plan for a brand new replacement facility potentially at the Highway 20-26 site. They saw flaws and potential problems with both plans. One of the biggest recommendations they had in that study was rather than doing a "quick and dirty job" they needed to come back and spend the time to do a proper study to really look at inmate needs, what the projected inmate numbers are, what the required numbers of beds are and how it could be impacted through alternative programs. Commissioner Dale said we need to know if the old jail be repurposed; can it be utilized and remodeled and if so, what would the cost be. Or, would it be better to tear it down and start over on a new building on that same site and utilize that for Sheriff's space. He said the County is also looking at an option that includes a former grocery store site that's located four blocks from the court and whether it could be used for space needs. He said all of those things are critical to a strategic plan for the County as far as space needs. Mr. Richardson said CGL will come up with a several options and a preferred option. Clerk Yamamoto asked how much of the work that has already been performed could be integrated into where we are moving now. Mr. Monsma said when they do a jail master plan they would have done the three studies at one time so this is the third leg; they have already done two-thirds of what would be considered a traditional jail master plan and they are not going to reinvent that wheel because they already have lot of the data. He doesn't need the annual data anymore from the jail, and if they came back out they would conduct more intensive interviews with jail staff to get as much data as they have. The Justice Reinvestment Act could be pooled in as well. Chief Dashiell said a lot of the projects are designed around optimal projections, and what we've seen in necessity is to be aware of peak projections. We need to have integration and communication with other local law enforcement leaders. He said they've already had reach



out from federal agencies saying if we can provide the beds we have the necessity and the need to pay you for the beds and when we look at that possibility into the future we could be using contracting with other agencies that we currently don't have the space to contract with. We have to consider that as a separate housing segment that wouldn't be included in the needs of the County, but an opportunity that the County would be partnering with other agencies for the housing. He said perhaps they could provide statements to help us plan for some opportunities into the future. Ten years ago the thought was to figure out a way to contract with the Idaho Department of Corrections for a large number of beds, but we realized we didn't have those beds available anymore and those opportunities went by the wayside. Commissioner White said that's a good point and it has to be weighed into the operational aspects as well because if there are other agencies that need the space and we have it those agencies will be at the table in that respect too so all of that has to weigh in to a needs assessment. Commissioner Dale said if you want to house other agencies' inmates that's another level so the question is does it become a profit center or a drain on resources for a County that thinks they're going to house other people's inmates and make a profit. Mr. Richardson said that's a legitimate question and it comes up more often than not, and he's seen mixed results from one extreme to the other on that. If you build it and it falls through then you have additional beds. What a lot of agencies do is look at their 20-25 year projected bed space needs, but typically you don't build that upfront. Some will build out to their total need and then they rent the excess beds in the meantime. A couple things could happen, the deal falls through and you have those 200 additional beds, or, you're renting them out and being paid on a regular basis and then as your population grows it often becomes difficult to then push them out because those monthly checks will go away. He said there's no right or wrong but you need to go into it with as much planning for the various possibilities. Mr. Monsma said he's going to look further at the County housing numbers because they are not incorporated in the models. If we want to go into a situation where we are selling beds oftentimes they will do the baseline projection for what is needed and they will come up with some alternative models. They will give a recommendation but it's not just one and they can layer on an alternative model. Sheriff Donahue said we paid a lot of money to house our inmates last year and the numbers are down in out-of-county housing right now because of the help offered by the judiciary but that's not going that last; the bubble will burst. The effects of the Justice Reinvestment Act could go on for a very long time, especially if the State says it won't ever build more prisons. Chief Dashiell there was a Presidential Executive Order issued yesterday that will change a lot of what's going on around the nation. With regard to profitability, we rent beds from other jurisdictions and a minimum of two agencies are using the funds they receive from leasing or renting bed space to provide manpower and vehicles for their agencies. One County has talked about building an annex onto their jail just to house Canyon County prisoners because they know how many we've been placing at their facility. Commissioner Dale said if we have federal agencies reaching out to us maybe there are grant opportunities that can help. Mr. Richardson said years ago the US Marshals Service had a program where they provided funding for construction but that came along with a contracted number of guaranteed beds for a certain number of years. Sheriff Donahue said

he would be open to that and those options should be looked at, and we have to make sure the citizenry understands what will happen with populations in prisoners and jails. The President's Executive Order deals with the Immigration and Naturalization Act and it appears there will be higher enforcement of immigration laws which means taking those folks into custody pending deportation. Where are we going to put those people? Clerk Yamamoto said all options need to be on the table and there cannot be preconceived notions of what is right and what is wrong. The County owns the property on Highway 20-26 so that's a good candidate, but is that the best thing? At one time we could have had the (former Van Buren) elementary school donated and it would have been a reasonable cost to buy up the rest of the property and with some help from urban renewal some things could have been done to integrate that into the courthouse campus, but it's doubtful that is still on the table. He said in 2006 he spent a year working with the Sheriff at the time and they ran the bond to put a justice center on the boulevard, which included moving the Sheriff's Office to that site. He still likes that idea because it sets them up in a proper way, and it opens up a bunch of the first floor of the courthouse that could be used for other space needs in the County. He asked, if given the relationship we've had in the past and the work CGL has done that could be moved on, do we have to put this out for bid. Sam Laugheed doesn't think we would have to put it out because of the history and the work that's been done. There are a couple of exceptions to the typical procurement process that could apply to this, but it would be a matter of the Board's discretion. We might have to give some notice and articulate to the public why further procurement was impractical, but he thinks we have a good basis to make that argument so he would expect if this is the way the Board wants to go that we would be able to have a contract in short order. Captain Daren Ward said with the relationship we've had with CGL for a while it makes sense to move forward with that into the future. Mr. Laugheed said he has some questions about a timeframe for CGL to do the work and the nature of the deliverable they are producing for us. He wants to know if they are making recommendations or offering options, and what the end result will be. Mr. Richardson said the deliverable would be a report, and they will offer some recommended options for the facility. They will give two, if not three, separate options moving forward and they will have a recommended one as well. They propose that once the project gets kicked off it could be completed within four months, but it's just a matter of when the contract is executed. Once they get the notice to proceed they'll want a list of stakeholders put together so they can schedule meetings ahead of time with appropriate groupings to maximize their time on site. Commissioner Dale said it sounds like the Board has the option to make a decision to formulate a contract with CGL, which is something they'll address at another meeting and hopefully they can make that decision fairly rapidly. If the contract is executed in February we'll have a report in June and that gives us five months to formulate outreach into the community for the stakeholders and taxpayers and to find out what option the community will support. He said if CGL gives the County two or three options he can foresee community meetings where we have open houses and gather the opinion of citizens so that we know when we go to the voters that we have an option that we are confident is being supported by a good majority. Commissioner White asked for clarification on the project cost, which is

proposed to be \$140,000, and whether any of the data they have already collected will play into the cost. Mr. Monsma said this is a brand new cost. There were three separate projects; the 2012 and 2016 projects are complete so this project will be the third leg of the stool. In terms of the study they are not reinventing the wheel when it comes to data because they've already had that data. Mr. Richardson said the cost would be higher if they had to start from scratch. They will take the first two studies to build off of as a base to launch this third study. Sheriff Donahue said it's critical to have CGL available to assist with the public meetings because it's always important to have the public see a neutral entity. Mr. Richardson said that is incorporated into their proposal. The meeting concluded at 9:00 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-662

The Board met today at 9:06 a.m. to conduct a medical indigency hearing for Case No. 2016-662. Present were: Commissioners Tom Dale, Pam White, and Steve Rule, Deputy P.A. Zach Wesley, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, Attorney Mark Peterson, Amber Jones from St. Luke's Regional Medical Center, the applicant via conference call, and Deputy Clerk Monica Reeves. The conference call was a timed call and it ended at 9:13 a.m. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to take the case under advisement and issue a written decision within 30 days. The hearing concluded at 9:15 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-1580

The Board met today at 9:21 a.m. to conduct a medical indigency hearing for Case No. 2016-1580. Present were: Commissioners Tom Dale, Pam White, and Steve Rule, Deputy P.A. Zach Wesley, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, Attorney Mark Peterson, Kassie Daugherty from St. Luke's Regional Medical Center, the applicant, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to continue the case to March 23, 2017 at 9:00 a.m. The hearing concluded at 9:41 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-1583

The Board met today at 9:51 a.m. to conduct a medical indigency hearing for Case No. 2016-1583. Present were: Commissioners Tom Dale, Pam White, and Steve Rule, Deputy P.A. Zach Wesley, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, Attorney

Mark Peterson, Kassie Daugherty from St. Luke's Regional Medical Center, the applicant, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to take the case under advisement and issue a written decision within 30 days. The hearing concluded at 9:58 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-1419

The Board met today at 10:01 a.m. to conduct a medical indigency hearing for Case No. 2016-1419. Present were: Commissioners Tom Dale, Pam White, and Steve Rule, Deputy P.A. Zach Wesley, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, Tim Ryan from Saint Alphonsus Regional Medical Center, the applicant, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to take the case under advisement and issue a written decision within 30 days. The hearing concluded at 10:06 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-1613

The Board met today at 10:09 a.m. to conduct a medical indigency hearing for Case No. 2016-1613. Present were: Commissioners Tom Dale, Pam White, and Steve Rule, Deputy P.A. Zach Wesley, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, Stephen deVille from Saint Alphonsus Regional Medical Center, and Deputy Clerk Monica Reeves. The applicant did not appear for today's hearing. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to continue the case to April 6, 2017 at 9:00 a.m. The hearing concluded at 10:14 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-1683

The Board met today at 10:21 a.m. to conduct a medical indigency hearing for Case No. 2016-1683. Present were: Commissioners Tom Dale, Pam White, and Steve Rule, Deputy P.A. Zach Wesley, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, Tim Ryan from Saint Alphonsus Regional Medical Center, the applicant, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to continue the hearing to March 23, 2017. The hearing concluded at 10:31 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY MATTERS

The Board met today at 10:34 a.m. to consider medical indigency matters. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to issue a written decision of denial within 30 days for Case No. 2016-1701. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to take the following cases under advisement and issue a written decision within 30 days: Case Nos. 2016-1702, 2016-1622, 2016-1611, 2016-865, 2016-1621 and 2016-1703. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to approve continuances for the following cases: Case No. 2017-15 to March 9, 2017; Case No. 2016-1477 to April 6, 2017; Case Nos. 2016-327 and 2016-1665 to May 18, 2017; and Case No. 2016-1328 to July 27, 2017. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to place Case No. 2016-1163 in suspension. The meeting concluded at 10:37 a.m. An audio recording is on file in the Commissioners' Office.

#### MEETING TO DISCUSS MATTERS WITHIN THE ASSESSOR'S OFFICE

The Board met today at 11:01 a.m. to discuss matters within the Assessor's Office. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Assessor Gene Kuehn, Appraisal Supervisor Brian Stender and Deputy Clerk Jenen Ross. Assessor Kuehn explained that he has served nearly 40 years at Canyon County with the past 16 as the elected Assessor and has decided to tender his resignation and retirement effective February 28, 2017. Since there is just under two years still left of his term the Republican Central Committee will need to send names for the Board to approve another elected official for the Assessor's Office and he is recommending Brian Stender for the position; he feels Mr. Stender will make a great assessor and help create a smooth transition as he knows the office, the state, and what is required of the office. Once the recommendations are received it will be the responsibility of the Board of Commissioners to appoint the new Assessor. The meeting concluded at 11:10 a.m. An audio recording is on file in the Commissioners' Office.

#### **FOURTEENTH DAY OF THE JANUARY TERM, A.D., 2017 CALDWELL, IDAHO JANUARY 27, 2017**

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

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Arconic Architectural Products in the amount of \$10,138.89 for the Facilities Department
- Store 9 D&B Supply in the amount of \$2,500.00 for the Parks Department
- SPS in the amount of \$5,100.00 for the Information Technology Department

#### MEETING TO DISCUSS COURT INTERPRETER SERVICES

The Board met today at 8:46 a.m. at the request of the County Clerk to discuss court interpreter services. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Chief Deputy Clerk Drew Maffei, Executive Assistant Taryn Peterson, and Deputy Clerk Monica Reeves. Clerk Yamamoto wanted to have a discussion on what's been going on with the interpreter services for the County. Three years ago the Board put the interpreter under the auspices of the Clerk and at that time they weren't set up to take it over so he and Judge Ryan decided that the Clerk would oversee the interpreter at a "30,000 foot level" and that the Trial Court Administrator (TCA) would continue to do the day-to-day things. The interpreter gave notice of resignation on November 1 and he left at noon the next day. The Clerk's Office has taken everything over, including the budget and everything having to do with the interpreter is now entirely under the Clerk. The TCA has nothing to do with it. Taryn Peterson is currently spending nearly all of her time on coordinator duties. He said as far as the outside interpreters there weren't any contracts so they are working on that with the Prosecutor's Office, and, they also discovered there is no established protocol so we are working on that as well. Clerk Yamamoto said one of the reasons it's taking Ms. Peterson an inordinate amount of time is because work wasn't getting done so they've had to go back in time and compile information in order to prepare a report for the Supreme Court. He said court has taken place every time due to the hard work of Ms. Peterson and the interpreters. Commissioner White asked if what Ms. Peterson is doing is in addition to the duties of an in-house interpreter and does there need to be a staff person as well as the coordinator. Clerk Yamamoto said yes, there does. Under the TCA they had the in-house coordinator who was interpreting and coordinating but they had backup within the TCA's office. The pool of Spanish interpreters has diminished to a scary level; they have one that is not available three days a week and has cancelled five of the seven blocks of time he was given, one interpreter was hired by Ada County, one was hired by Blaine County, one was hired as the Idaho State coordinator, one now has a fulltime job and is out of the picture, and we have two interpreters who did not renew their certifications. That's a total of eight interpreters that are no longer available to Canyon County. The Clerk said they're seeing a spike in the request for services and they're hoping it's not a trend. The period of November through January for scheduled interpretive services with a minimum of two hours is as follows: Spanish: 188; American Sign language: 18; Vietnamese: 9; Russian: 6; Tagalog: 4; Swahili: 2; Tonga: 2; Marshallese: 1; Basque: 1; Laotian: 1; Polish: 1; Punjabi: 1 and Somali: 1. The interpreters are not local, they have to come from Seattle or another west coast location and that's the reason he made a huge push to improve the telephonic and video capability in courtrooms so that when we have a 10-minute hearing we don't have to fly somebody in here and put them up in a hotel room with a rental car when it can be done telephonically. The judges are refusing to use what we have because it is so poor and could

cause huge issues on appeal. Commissioner Dale said IT Director Greg Rast has talked to the Board about it and is working on a solution. Clerk Yamamoto said Kevin Iwersen and his team from the Supreme Court are here to deal with the initial push with six courtrooms and the total cost of \$50,000 will be borne entirely by the Supreme Court. Commissioner Dale asked if he is actively searching to fill the position. The Clerk said the position has been posted for over a month and they have six applicants but none are certified, although he has an interpreter in mind who would very much like to come to Canyon County. The in-house interpreter was paid in the \$50,000 range and it appears the salary was behind the curve, and with an independent contractor an in-house interpreter would make \$90,000 a year. He has negotiated a deal with this person for a salary of \$60,000 and will not be under our health benefits by their choice. He is working on a job description with HR and legal and it would be mainly an in-house interpreter with some coordinating backup duties. Because Ms. Peterson is doing an excellent job his plan is to keep her in place as the coordinator. According to Ms. Peterson, we will get back the coordinating responsibilities for Payette County and Washington County, which were given to the State coordinator to handle but that person said she can't keep up so it will come back to Canyon County. We are supposed to have Payette County, Washington County and Owyhee County, but Owyhee County has contracted with somebody else. Commissioner Rule asked if there will be any financial participation from those two counties. The Clerk said the Supreme Court pays us \$30,000 to administer for the rest of the district, and when they pulled the coordinating away from us he assumed the \$30,000 annual payment would go away as well but it didn't. The coordinator for the Supreme Court, who oversees District 3, let him know that as soon as we get someone in place they will return the responsibility to us. As of yesterday the County has paid \$23,000 in interpreting fees, which is high, and we have a big trial coming up that will be very expensive but if they get close to the budgeted amount they will come to the Board at the end of the fiscal year to talk about it. The Board thanked the Clerk for information; no action was required or taken. The meeting concluded at 9:12 a.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE

The Board met today at 9:12 a.m. for a legal staff update. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, and Deputy Clerk Monica Reeves. Commissioner Dale spoke with General Ritchy and he's asked for a letter requesting Canyon County to be included in the Governor's declaration for state emergency, and in the letter we need to include who's authorized to spend state dollars should they come to us. Lt. Schorzman would be the logical one to be authorized to do that, and anything beyond \$5,000 will have to come to the Board for authorization. Should state funding become available it will not be retroactive, it would only be from this point forward. He said the City of Wilder is probably the most critical entity in our County that's on the brink of needing extra financial aid. It will be a 50/50 split and Canyon County is the pass through. Commissioner White asked what the spending parameters are. Commissioner Rule said you can only guess, and \$5,000 might not cover a life threatening emergent situation so he's wondering why Lt. Schorzman and one Commissioner couldn't consent to take care of 99% of those and not have a limit on it because he'd hate for something to go down that cost a human life because of a \$5,000 cap. Commissioner Dale said perhaps the Board should

designate a Commissioner or Lt. Schorzman to authorize the expenditures. Sam Laugheed wants to find out how the claims will come through and where the funding will come from. The County's probably going to frontload whatever it is and then we'll get reimbursement and he wonders if any special process is necessary under the normal way we pay invoices. He'll talk to Lt. Schorzman. Commissioner Dale asked Mr. Laugheed to draft a letter asking the Governor to include Canyon County in his declaration of emergency. Commissioner Rule said there isn't an emergent situation the County wouldn't respond to and then ask for reimbursement through the process so we shouldn't put a limit on it. Mr. Laugheed said that way it will come through the Board's normal process where a claim would be presented by Lt. Schorzman. In a state of emergency we can do things like that but we can stick to the normal process so we have records. Commissioner Dale said there are several buildings collapsed in Canyon County and with what's going on in Washington County, the state may bump this up to a federal level and if that happens it has to happen within 30 days of an incident and the incident ended on January 19. On another topic, Commissioner Dale asked about a purchase order for the Reynobond product. Mr. Laugheed met with Facilities Director Paul Navarro earlier this week and they had communication with Captain Ward about the product that is intended to be installed in Pod 5 to harden the interior. Director Navarro had originally contacted Sprung Structure about this and received a quote between \$30,000 and \$40,000, which is above the amount where it would require us to go through a process, but they determined that a sole source would have been appropriate because of manufacturer considerations, etc. However, it turns out that Sprung Structure doesn't have an exclusive relationship with Reynobond; it's a product produced by Alcoa and Director Navarro can get it from Alcoa directly for less than \$15,000 so we pulled the sole source off the agenda and are still proceeding with the purchase. It does not require any additional process now. The meeting concluded at 9:24 a.m. An audio recording is on file in the Commissioners' Office.

#### CONSIDER SIGNING A RESOLUTION GRANTING A PROPERTY TAX EXEMPTION UNDER IDAHO CODE 63-602NN TO ON SEMICONDUCTOR

The Board met today at 9:31 a.m. to consider signing a resolution granting a property tax exemption under Idaho Code, Section 63-602NN to On Semiconductor. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Brad Goodsell, Chief Deputy Assessor Joe Cox, Beth Ineck from the City of Nampa, Tony Little and Mitch Mooney from ON Semiconductor, and Deputy Clerk Monica Reeves. Brad Goodsell said the Board has met with ON Semiconductor a couple of times and granted them an exemption under Idaho Code, Section 602NN for one particular piece of property about a year ago. They are leasing a building where they conduct manufacturing in Nampa; the equipment, if it meets the threshold, can qualify for the business investment tax exemption so they received an exemption on the one piece of property and now they've made application for another investment on more property. He has negotiated a draft resolution for the Board's consideration that includes an exemption for the property they are proposing to buy. ON Semiconductor submitted a letter, which is part of the record, where they agreed to the terms and conditions of the resolution; however, since that letter a couple of changes have been made to the resolution. Mitch Mooney has reviewed and approved the resolution and modifications. Mr. Goodsell said the exemption is for five years but there is a 10 year



recapture period so if they don't continue to operate for 10 years after this five year period, the County has the ability to recapture some of the tax exemption we've given them. Mr. Mooney gave an overview of their project and gave a video presentation highlighting the business's focus in the automotive market. He spoke of their space and expansion needs and how they have a small packaging group that will be moved overseas because they need the room for manufacturing. Commissioner Rule asked if there is anything we can do to keep that packaging aspect in Canyon County. Mr. Mooney said they are actively involved in that discussion now. The issue is with the R&D organization; they do the developing and then all the manufacturing is done overseas. If they build out the manufacturing side they will have to add a building. The attractive thing in Idaho are utility costs and tax structure, and they understand the incentives which are playing into their decision but if there are additional things to be considered he would like to know so they can include it in their decision analysis. Commissioner Rule said in today's political atmosphere of keeping jobs in America he wants to embrace industry and keep jobs here. Mr. Mooney said they have been doing this for 17 years and in 2014 they were on the brink of closing the site and moving overseas and then ON Semiconductor acquired them and put the investment back in and saved the site. They made a capital investment of \$97 million in the last year and are asking for the 75% exemption. They are adding a lot of the test equipment and growing the site and have had two good years, but from here on it will depend on how much they can expand. Joe Cox said the building is an existing asset so it wouldn't qualify, but any expansion or new construction would potentially qualify. Commissioner Rule made a motion to sign the resolution granting a property tax exemption under Idaho Code Section 63-602NN to ON Semiconductor. The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor. The motion carried unanimously. (See Resolution No. 17-014.) The meeting concluded at 10:06 a.m. An audio recording is on file in the Commissioners' Office.

**FIFTEENTH DAY OF THE JANUARY TERM, A.D., 2017  
CALDWELL, IDAHO JANUARY 30, 2017**

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

**APPROVED CLAIMS ORDER NO. 2-10-17**

The Board of Commissioners approved payment of County claims in the amount of \$46,122.44, \$71,044.62, \$17,313.76, \$43,320.85, \$7,947.68 for accounts payable.

**APPROVED SALARY RATE REQUEST**

The Board approved a salary rate request for Lupe Villegas, Teresa Urvina, Ryan Cronrath, Jason Culbertson, and Paige Gabiola Reedy.

### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Carpenter Screen Printing in the amount of \$310.00 for the Misdemeanor Probation Department
- VLCM in the amount of \$1404.75 for the Information Technology Department
- Amazon in the amount of \$1667.76 for the Information Technology Department
- VLCM in the amount of \$5749.74 for the Information Technology Department
- Intermountain Wood Products in the amount of \$1047.38 for the Public Defender

### SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for: Maria Sarmiento DBA Alondras Store (See Resolution No. 17-015)

### COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:31 a.m. for an office staff meeting. Present were: Commissioners Tom Dale and Pam White, PIO Joe Decker, Deputy Clerks Jenen Ross and Monica Reeves. The Board reviewed the calendar with staff. Joe Decker reported on the following communication items: Assessor Gene Kuehn will retire the end of February, and the Republican Central Committee will submit three nominations to the Board; he will attend a meeting regarding employee portal information; he will post information to the Sheriff's website; he will shoot a PREA training video for the Sheriff's Office; and he reached out to Director Steve Jett regarding training materials. At the Board's request Mr. Decker will attend today's elected officials' meeting. The meeting concluded at 8:46 a.m. An audio recording is on file in the Commissioners' Office.

### EXECUTIVE SESSION – PERSONNEL MATTER

*Note for the record: As properly noticed the Board met today at 9:02 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter. The Executive Session was held as follows:*

Commissioner White made a motion to go into Executive Session at 9:03 a.m. pursuant to Idaho Code, Section 74-206(1) (b). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Mike Porter, and Deputy Clerk Monica

Reeves. The Executive Session concluded at 9:13 a.m. with no decision being called for in open session.

### MONTHLY ELECTED OFFICIALS' MEETING

The Board met today at 9:33 a.m. for an elected officials' meeting which took place in the public meeting room of the administration building. Present were: Commissioners Tom Dale and Pam White, Coroner Vicki DeGeus-Morris, Clerk Chris Yamamoto, Prosecutor Bryan Taylor, Assessor Gene Kuehn, Brian Stender from the Assessor's Office, Treasurer Tracie Lloyd, Sheriff Kieran Donahue, Captain Daren Ward, PIO Joe Decker, and Deputy Clerk Monica Reeves. Topics of discussion were as follows:

#### **Recognition of Councilman Ismael Fernandez:**

Commissioner Dale spoke about the Commissioners' plan to send flowers for the memorial service for Ismael Fernandez, the Wilder City Councilman who passed away tragically last Friday in a vehicle accident. He would like the County to honor the young man in a meaningful way. Clerk Yamamoto suggested the County do a proclamation in his honor. Prosecutor Taylor's office will draft the proclamation which will be presented at a city council meeting by the elected officials.

#### **Location of elected officials meetings:**

Everyone likes the idea of having the elected officials' meetings in a neutral location, such as the public meeting room. It was decided there will be a rotating chairman for each meeting. The schedule will be as follows:

February 21 at 9:30	Gene Kuehn will chair the meeting
March 27 at 9:30	Chris Yamamoto will chair the meeting
April 24 at 9:30	Kieran Donahue will chair the meeting
May 22 at 9:30	Bryan Taylor will chair the meeting
June 26 at 9:30	Steve Rule will chair the meeting
July 24 at 9:30	Vickie DeGeus-Morris will chair the meeting
August 28 at 9:30	Tracie Lloyd will chair the meeting
September 25 at 9:30	Pam White will chair the meeting
October 23 at 9:30	Tom Dale will chair the meeting

The chairman of each meeting will develop the agenda and inform Monica Reeves for placement on the Board's agenda.

#### **Discussion regarding jail:**

Commissioner Dale said the Pond Lane property should be the destination for the new jail. Carter Goble Lee (CGL) has submitted a proposal for a needs analysis, the cost of which is \$140,000. Sheriff Donahue said there was a good discussion with CGL and we need them, as

a neutral party, to inform the public of what are needs are and we will build the jail marketing plan around the “spine” of CGL’s report. Prosecutor Taylor asked if any of the elected officials oppose the jail. No objections were voiced. Commissioner White asked for thoughts on why previous jail bonds failed. Treasurer Lloyd felt like nobody understood the amount of money it would have saved them with the use of stimulus funds and the low bond rates. Coroner DeGeus-Morris said the public felt like they weren’t informed on the issue, that it was a secret and they didn’t know there was a crisis until the County tried to pass a bond. Clerk Yamamoto said he supported the first bond for the justice center because he felt like it encompassed everything we needed, but he did not support the subsequent jail bonds because we were not getting what we needed. He believes the opposition to building a jail is the idea that adding more beds will only result in more people being incarcerated when instead we need to be using alternative sentencing programs. There has to be trust, buy-in, and we need a good plan and we need to stick to that plan, as well as educating people on what the issues are. Commissioner Dale said that’s what a needs analysis will do; we have to figure out the need and know what the price will be. Prosecutor Taylor said we need to start now and determine whether it’s going to be a jail or a multi-faceted center with all the programs and components that address the needs. Commissioner Dale said the 10-year delay on the jail is forcing officials into creative thinking in terms of alternative sentencing. Coroner DeGeus-Morris said the naysayers should be invited to the meetings so they can be informed. Sheriff Donahue said there are currently 1,200 people on alternative sentencing, and he spoke about the need expand the Sheriff’s Office so they have the space to be able to hire additional personnel. He said we need a citizens group to be involved in this process. Commissioner Dale said it all goes back a needs analysis, and two Commissioners are committed to signing a contract with CGL and he asked if the other elected officials want the Board to move forward with it. Coroner DeGeus-Morris agreed and said over the years we have paid for analyses and reviewed the results but never followed through with the recommendations. Commissioner Dale said there’s a difference, for example, with the last jail expansion a needs analysis was not done and we paid \$1 million to pursue a project with no background data and that was similar to what happened with the last bond. There’s never been an official needs analysis by a neutral entity for what we need in Canyon County. Clerk Yamamoto said he was a little disappointed with the cost of the proposal and with what CGL came back with in their first analysis because it was pretty general, it didn’t have specifics, but with that being said they delivered what they were asked to deliver. Commissioner Dale said it was a 30,000 foot look at the campus and when they came back with the specific proposal to address the jail the Board said no. Sheriff Donahue said we should approach CGL on a negotiation of the price, but in the long term it’s critical we have it. The cost of CGL’s report is pennies compared to the \$1 million the County wasted on the proposed expansion. Commissioner White said we need something solid and well planned for so that we don’t “flush” the money that’s already been spent; there needs to be a re-use of the building. Sheriff Donahue said he would be glad to have them assess what we’re going to do with the present building. Commissioner Dale said jail needs is one thing, but what we’ve talked about in their proposal is a strategic plan that includes what we do with the present facility. Captain Ward said CGL has been here three times and each time they have fulfilled their scope of work and

deliverables, and so we need to make sure the contract is all encompassing and that we ask them for the right things because they will give us what we ask for. Prosecutor Taylor suggested the elected officials review the first draft contract to make it says what we want it to say. Clerk Yamamoto said we are asking CGL for expert answers and ideas instead of asking them to conform to or confirm pre-conceived ideas. Sheriff Donahue agreed and said Sam Laugheed said he would take a look at that.

### **BSU Poll/Survey:**

Commissioner Dale said the Board recently met with Greg Hill from the Boise State Public Policy Institute regarding a proposal for their graduate students to do a poll of what Canyon County folks feel on this topic. The survey will go hand in hand with the need analysis. There will be a fee for the study but it is nominal compared to what you'd pay a professional group to do it.

### **Actionable items:**

Commissioner Dale said the Board will move forward with developing the contract with CGL and it will likely be June by the time we receive their report but in the meantime we need to identify community leaders and create some action committees. He said each elected official has a different circle they interact with and that enlarges our potential impact and we need everybody pulling in the same direction. A first draft will be submitted to the elected officials. Commissioner Dale said Sam Laugheed has written some really good white papers and legal opinions on relationships of the elected officials and we don't want to overstep those bounds, but one of the things he wants to change in our dynamics is bringing everybody in because there's a brain trust here that's very valuable and while it is the Board's responsibility to sign contracts we need everybody's input. Prosecutor Taylor suggested Joe Decker create a justice facility project offshoot to our web page where all of the information can be posted. Commissioner Dale said this is not going to be a surprise to the voters because it was central when both he and Commissioner White ran for office. Voters are expecting a change in direction and they are expecting the County to come up with a plan and they are expecting to pay for it. Clerk Yamamoto said the County paid \$60,000 for CGL to study the jail expansion concept and he wants to know why the results were not made public. Commissioner Dale said the outcome of the study was that the jail expansion was a bad idea, and building a new jail was the solution. (Treasurer Lloyd left at 10:25 a.m. to attend another meeting.)

### **November bond timeline:**

Clerk Yamamoto said the November timeline is perhaps doable, but it is very ambitious and we need to take a pragmatic look at the timing and look at what the other taxing entities are doing as far as bonds. He said one of the main reasons he was opposed to the jail expansion dealt with the additional \$3-\$4 million in operating expenses. If it had gone through we'd have been looking at up to \$4 million annually, and if you had a 20-year bond that's \$80 million so if you convince the public that by avoiding the expansion with the operating costs

and translate that into a new facility where we think we can have an expanse neutral situation it makes it more palatable. Commissioner Dale said that will be a topic of discussion as we move forward.

#### **FY2017-2018 budget timeline:**

Chris Yamamoto wants to do a pre-budget presentation for the elected officials at the end of March. Commissioner Dale said he was extremely uncomfortable with how the budget has been handled the last two years because there was not nearly enough discussion or true involvement. It's a good idea to meet with the elected officials to find out where we are with our tax rates and assessed values so we know a starting point before offices start developing their budgets. Clerk Yamamoto said it'd be educational as far as the budget process but they also need to know what the Commissioners' expectations are budget-wise. Assessor Kuehn said that's a perfect time for education as to how the actual system works because many people think if property values are increased their property taxes are going to increase as well. Prosecutor Taylor wants a collective meeting of elected officials to discuss what their budgets will look like versus having "silos" because everybody's budget has a reciprocal impact on the other budgets.

#### **Fairgrounds:**

Commissioner Dale said there will be a press release coming out this week that the Board has made a determination that the fair will not be moving to the Highway 20-26 site in the foreseeable future and that we are going to be working closely with City of Caldwell and all other entities to do the best we can here.

#### **Pod 5/tent security renovations:**

Sheriff Donahue asked Captain Ward to report on his meeting with Facilities Director Paul Navarro this morning and the need to get the renovations done. Captain Ward said there are two separate projects: 1) putting a lid over the kitchen, and 2) hardening the wall on the interior of the tent. He said Director Navarro was hoping to have the architectural drawings to go to the city to get a permit. We had the engineered drawings last week and are waiting on that drawing to get here. There have been a couple of hiccups regarding the interior wall. Sprung Structures used to put in a wall called Reynobond, where aluminum is sandwiched with sheets of plastic, but they switched from that and went to a 1/8 inch aluminum, but it wasn't what they wanted so Director Navarro spoke with Alcoa, the maker of Reynobond, and got a bid that was almost one-third of the cost from Sprung Structures. Commissioner Dale said the Board approved the purchase order last Friday. Captain Ward said the next step is to get building permits from the city. Commissioner Dale said at some point we need to reapply for the special use permit that allows us to keep using the facility. Captain Ward said we need to talk to Sam Laugheed about that. The city encouraged them to go back to the council in February with the plan to show what we have in the works and if we have all of our plans presented for building permits it would demonstrate that we are doing what we said we'd do. Sheriff Donahue said Mr. Laugheed is working on the verbiage for that; we are

losing days and it's critical that Director Navarro get the work going. He said they wouldn't have those drawings had they not asked Director Navarro for them and that is upsetting. This is priority number one and he needs to get moving along.

**Canyon County representative on the IAC Board:**

Commissioner Dale said he was encouraged by IAC Executive Director Dan Chadwick to do it so he will serve as the County's representative on the IAC Board.

**Health insurance fund:**

Prosecutor Taylor asked about the status of the health insurance fund. Clerk Yamamoto said the fund is broke, which is what they predicted several months ago. The health plan trustees are going to present a plan to the Board that he and Controller Zach Wagoner have reviewed in detail. The fund has not kept pace with what we're doing so we are going to match up with what Caldwell and Nampa are doing, and increase the County's \$600 contribution amount per employee to \$1,000 per employee. They will also ask for \$1 million to be infused into the plan. He doesn't strongly object to the infusion but he'd hoped to see how the plan did with one increase, but with the combination of the two we probably won't have to talk about it for a while. Commissioner Dale said his perception of how this happened is that the premium hasn't been increased for several years. Prosecutor Taylor said the previous HR Director switched our Blue Cross plan and we lost a \$1 million, and then we went to Meritain, which was a debacle, so we requested to be switched back to Blue Cross and that cost us another \$2 million. Now we're on the Gem Plan. Sheriff Donahue said the previous Board refused to add anything to the fund during the last budget session so it continued to fail.

**Elected official's salaries:**

Sheriff Donahue said he and Prosecutor Taylor have talked about the need for elected officials' salaries to be reviewed because they have been on hold for years. Coroner DeGeus-Morris agreed and said it's insulting when the chief deputy is making more, or the same salary, as an elected official. Sheriff Donahue said his chief deputy and two captains make more than the executive officer, plus, lieutenants make the same and that's unacceptable for the amount of liability they are under as the elected officials. Commissioner Dale asked if it's reasonable to do a comparative analysis of other elected officials' salaries in the region. Prosecutor Taylor said we already have that information from the previous study and we can ask the committee members to look at it. Clerk Yamamoto said it's probably not a good fit to be talking about increasing salaries while trying to run a jail bond. Sheriff Donahue said you want the best person for the elected position and you're not going to attract them if they are paid less than other employees. He said the jail bond may not go through this year so are the elected officials supposed to wait another year or two before their salaries are reviewed. Prosecutor Taylor said it doesn't hurt for the committee to present numbers then the debate can take place. Commissioner Dale said if we don't take steps to keep up we'll be in the same place we were; the cost of doing business is adjusting salaries. Clerk Yamamoto said when we were working on the salary compensation study it was brought up that all of the elected officials would be included, but he asked the elected officials to hold off and take care of the

employees first and they agreed to that. Coroner DeGeus-Morris spoke about how it will be difficult to get comparative information for the Coroner's Office. She has served the County for over 30 years and said employees are paid based on longevity and that should be taken into account for elected officials as well. The meeting concluded at 10:52 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 1:33 p.m. for a monthly meeting with the Public Defender to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Pam White, Public Defender Tera Harden, Office Administrator Deepak Budwani and Deputy Clerk Jenen Ross. Ms. Harden updated the Board on the following items: review of year-to-date FY2017 budget, review of attorney caseloads and cases that have been conflicted out, number of cases that are in specialty court; Last week the legislature was advancing the adoption of rules brought forward by the Public Defense Commission for the rule making process and she believes it was approved, they did not however adopt caseload requirements; Commissioner Dale asked about the Public Defense Fund and Ms. Harden feels the county will probably remain at 15%, but was encouraged that we now have better numbers from 2014 forward that can be used in the future so we'll have a better idea of what the county has been spending and should qualify for more money. She would like to see the legislature come up with a formula that is based on caseloads per county, the number of cases assigned or population instead of allocating \$5 million across the state and capping it at 15% of spending. Ms. Harden provided the Board with a draft contract for conflict council for their review and will be sending over a copy showing the modifications she'd like and the reasons why; she asked the Board's permission to explore the option of creating an MOU with Owyhee County to provide overflow coverage at a certain hourly rate, this would not be an exchange of funds but an exchange of time, additionally there is a potential of doing this with additional counties such as Gem, Washington, Payette and Adams, the Board is okay with her exploring this option; a PO was presented to build a clothes storage closet for indigent clients as many of them do not have appropriate court attire, the closet will be built by the Facilities department and will be moveable, the Board signed PO. The meeting concluded at 2:19 p.m. An audio recording is on file in the Commissioners' Office.

#### MEETING WITH TINA WILSON TO DISCUSS SNOW DAMAGE EFFECTS TO THE AGRICULTURE COMMUNITY WITHIN CANYON COUNTY

The Board met today for a meeting with Tina Wilson to discuss snow damage effects to the agriculture community within Canyon County. Present were: Commissioners Tom Dale and Pam White, Director of Development Services Tricia Nilsson, Deputy P.A. Zach Wesley, Executive Director of the Western Alliance for Economic Development Tina Wilson and Deputy Clerk Jenen Ross. Ms. Wilson explained that the Department of Commerce has been doing an injury assessment to find out the level of damage that has been done within the



counties and because of that once a certain dollar amount is reached it will trigger additional programs that are available from the Small Business Administration as well as the Farm Service Agency. The Small Business Administration works with commercial and small businesses and the Farm Service Agency works for things that are agriculture related. Due to both Washington and Payette counties already being declared an emergency by the State it automatically qualifies Canyon County to receive benefits from the Small Business Administration due to being a contiguous county. Ms. Wilson stated that one estimate she's heard is that the onion industry lost 25% of the harvest due to onion sheds collapsing and the onions freezing; three packing sheds in the Treasure Valley along with several dairies have lost outbuildings and barns due to collapse. She has a client right now looking to move his operations from Oregon to Canyon County, however due to the 40 year snow event he's lost 4 buildings and a packing shed. Now instead of being able to build in a timely manner in Idaho he's in a crunch because he needs to build in order to be ready to receive harvest this year. Ms. Wilson met with Development Services and discussed the matrix of getting a Conditional Use Permit (CUP) and what is considered an agricultural building, a packing facility on ag ground would need a CUP and to be rezoned M-1. Director Nilsson explained there really are only two worlds, is the property zoned agriculture or is it zoned industrial? If it's zoned industrial, the use is allowed and no special zoning approval is required, they could apply for their building permit but the building has to meet the commercial building code, it's not an ag structure. The processing of the building permit can jump the que and that can be done at the discretion of the Development Services Department. In the ag zone, if it's just the onion shed that's considered an ag structure then they only need to obtain a \$70 zoning certificate, DSD will do a set-back and the client won't need to apply for a building permit, this is for a new onion shed. However, the packing plant is considered a processing facility that does require a CUP and there is no way shorten the timeframes as state law dictates the requirements for notices and public hearings. Ms. Nilsson did say that there are things that can be done administratively to help expedite the process. She suggested that possibly the client could start building a shed and then convert it to a packing plant after the zoning approval if that would be an option for them. Ms. Wilson spoke to the magnitude of this project, stating that one onion shed is approximately \$500,000 and this project included 10 onion sheds and a packing facility. Commissioner Dale indicated that he supports the Planning and Zoning Commission holding a special meeting if it would help move this project thru and doing anything we can administratively to expedite this process. At this point the client has identified two potential parcels in NW Canyon County to build, both are purely in the county and not in the city or an impact area. The meeting concluded at 2:51 p.m. An audio file is available in the Commissioners' Office.

**SIXTEENTH DAY OF THE JANUARY TERM, A.D., 2017  
CALDWELL, IDAHO JANUARY 31, 2017**

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

#### APPROVED CLAIMS ORDER NO. 1-31-17

The Board of Commissioners approved payment of County claims in the amount of \$10,138.89 for accounts payable.

#### APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Kirk McGee and Leon Baguley.

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- VLCM in the amount of \$1733.52 for the Information Technology Department
- Curtis Blue Line in the amount of \$2280.00 for the Sheriff's Office

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

The Board met today at 8:49 a.m. for a biweekly meeting with the Human Resources Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Pam White, HR Director Sue Baumgart and Deputy Clerk Jenen Ross. Director Baumgart reported on the following items: She has decided not to fill the vacant position in her office at this time, she feels she has enough staff to cover all the departments. She is working with the PA's Office regarding the blue sheets, Sam Laugheed has reviewed it and is okay with the changes; changes include removing some of the redundancy, created a space for current hourly rate as it is non-exempt and has specified what is exempt vs. non-exempt, removed classified vs. non-classified and added a place to indicate FLSA; she has removed the door access control portion as it will be done on a separate form and the Facilities Department will eventually take over the entire key access portion. She is continuing to meet with Zach Wesley and Mike Porter to review the personnel manual, they are doing it in small pieces to make the final review a little easier. Ms. Baumgart is working with the Clerk's Office to revise some of their job descriptions, there is a lot of redundancy so she is trying to refine those; she will be working with Cindy Lorta to make the revisions. Commissioner Dale asked about a county-wide wellness program and would like to see the county move forward with some kind of program to help keep employees healthy; Director Baumgart indicated that in the past she has worked with different programs and doesn't feel it will be too hard to get up and running. The meeting concluded at 9:00 a.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE AND TO CONSIDER AGENDA ITEMS

The Board met today at 9:02 a.m. for a legal staff update and to consider agenda items. Present were: Commissioners Tom Dale and Pam White, Chief Deputy PA Sam Laugheed, Deputy PA Allen Shoff, Deputy PA David Eames, Deputy PA Mike Porter, Director of the Canyon County Mosquito Abatement District Ed Burnett, Canyon County Mosquito Abatement District Supervisor Julie Monroe, Chief Deputy Sheriff Marv Dashiell, Director of Indigent Services Yvonne Baker and Deputy Clerk Jenen Ross.

***Consider signing a resolution approving the Mosquito Management Plan for 2017:***

Sam Laugheed explained that the Mosquito Abatement District submitted their plan and it has been reviewed by Allen Shoff in the PA's office; Mr. Shoff stated this is an annual plan and there are no legal issues with the plan as presented. Ed Burnett said there are no major changes to the plan. Commissioner White made a motion to sign the resolution approving the Mosquito Management Plan for 2017, the motion was seconded by Commissioner Dale. A roll call vote was taken with the Board voting unanimously to sign the resolution. (See Resolution No. 17-016).

***Consider signing a resolution authorizing the retirement of Canyon County Sheriff's Office K9 'Sadie':***

Chief Dashiell received a letter from his K9 supervisor recommending the retirement of K9 Sadie. Sadie has been in service for a little over 8 years and the last 2 years she's been assigned to Deputy Cody Frailey. Recently she's been showing signs of age, having some balance issues and getting in and out of vehicles. The recommendation is to go ahead retire her from service. Chief Dashiell has received letters from Corporal Zechmann, the coordinator of the program, and Deputy Frailey requesting the dog be retired to him and his family. Sadie is already out of service and Deputy Frailey is already working with another dog, this is simply to formalize the process. Commissioner White made a motion to sign the resolution authorizing the retirement of Canyon County Sheriff's Office K9 Sadie, the motion was seconded by Commissioner Dale. A roll call vote was taken with the Board voting unanimously to sign the resolution. (See Resolution No. 17-017)

***Consider signing a resolution classifying records of the Canyon County Clerk and authorizing destruction of Indigent Services files/records:***

David Eames explained that this is something that is done every year, in this situation they've gone back 5 years on all indigent applications and liens that have expired and then back to 2015 on involuntary mental hold records and Idaho War Veterans Emergency Grant applications, this resolution will allow for the destruction of those documents outside of those dates in the statute. Paragraph no. 1 of the resolution covers all the items to be destroyed before October 1, 2011, paragraph no. 2 covers everything that's being destroyed back before October 1, 2015 and paragraph no. 3 discusses the types of files that will not be destroyed. Commissioner White made a motion to sign the resolution classifying records of the Canyon County Clerk and authorizing destruction of Indigent Services files/records with Commissioner Dale seconding the motion. A roll call vote was taken with the Board voting unanimously to sign the resolution. (See Resolution No. 17-018)

EXECUTIVE SESSION – PERSONNEL MATTER, RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

Note for the record: As properly noticed the Board met today at 9:02 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter, records exempt from public disclosure and attorney-client communication and communicate with risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:

Commissioner White made a motion to go into Executive Session at 9:17 a.m. pursuant to Idaho Code, Section 74-206(1) (b), (d) and (i). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale and Pam White, Chief Deputy PA Sam Laugheed and Deputy PA Allen Shoff. The Executive Session concluded at 9:54 a.m. with no decision being called for in open session.

An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

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

The Board met today at 10:31 a.m. for a weekly meeting with the Directors of Facilities and IT to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Pam White, Facilities Director Paul Navarro, Director of IT Greg Rast, IT Business Analyst Don Brown, Assistant Director of IT Eric Jensen and Deputy Clerk Jenen Ross. Director Rast updated the Board on the following items: he is working with HR and legal on some employee change procedures in regards to new hires, employee changes, separation of employment, security access badges and keys to have all the Offices and departments using the same procedure with a plan for Facilities to take over all the badge creation at some point in the future. He also noted that the employee exit forms need more clarification as there is no difference between military leave, long term disability or leave of absence, or termination which causes some confusion in turning off login information and security badges. There was recently a meeting between the CIO for the Supreme Court, Kevin Iwersen, the Supreme Court IT department and the Canyon County IT department to talk thru issues with the courtroom audio; the cost will be approximately \$43K to get the system working properly and the Supreme Court is taking 100% accountability. Digital Voice Technologies is the company that has been selected to do the work and they've been working with the Trial Court Administrator and Judge Ford to coordinate taking down one courtroom per week, along with the audio portion it will also include the integration of the phone system; the project is set to begin on February 6. Director Rast has offers out for 3 of the 5 vacant positions within IT. There was a meeting with Development Services, the City of Caldwell and the IT department regarding the Accela replacement application; the separation of Canyon County from the City of Caldwell will take place in September. Director Rast

provided a review of the Wi-Fi project with the close out numbers. Director Navarro provided the Board with the following update: the Reynobond for Pod 5 is being shipped. He received blueprints yesterday from the architects and engineers for the Pod 5 kitchen lid and the application for the building permit has been dropped off, he anticipates having those back by Monday at the latest; once the permit is obtained they can start building the lid; no permit is needed for the Reynobond installation and only a flame and smoke cut sheet which has been provided to the Fire Marshal. Commissioner Dale asked what needs to be done for the reapplication of the Special Use Permit and let Director Navarro know that there was a letter sent to the City of Caldwell asking for a tolling agreement, but that he hasn't seen a response. Commissioner Dale asked Paul to follow-up with Brian Billingsley at the City of Caldwell as he doesn't want to miss the 60 day window which started at the beginning of January. Director Navarro feels the County will have a positive response from the City Council as it is taking aggressive and positive action on securing the facility with step one being the kitchen lid, the Reynobond walls and looking at putting a lid over the rec area. He has a couple of projects that are in the works: the Clerk has requested an additional window at the Juvenile Justice Center where they are able to process paperwork and to remodel the Records office area to build two more private offices, one for his new Chief Deputy and one for the head recorder; Mr. Navarro has created some preliminary plans that are being reviewed by the Clerk, if he chooses to move forward an architect may need to be involved so that a building permit can be submitted. It has been brought to his attention that ballots need to be kept for 40 days after an election in the event of a recount so it been requested that a cabinet be built to store those ballots. The jail annex has some water issues in the laundry area so laundry will be taken offline tomorrow and Thursday to bring the new hot water system online, additionally the dishwasher will probably be installed in the jail kitchen on Thursday night. Snow and ice removal is underway, they are working to chisel out the ice in the jail parking lot. The DMV and Elections office roofs have been cleared and his staff will continue to work to clear the print shop, the morgue, the crime lab, fleet shop and the SWAT area as they all have good size ice dams but he doesn't think there is anything at risk of collapsing or fall hazards but the ice dams do need to be removed to avoid damage to vehicles or personal property. Commissioner White has requested an estimate for carpet replacement in the SILD and Alternative Sentencing office as well as possibly the Sheriff's Office of CID, a contractor will be out today to provide an estimate and once he has those he'll create a PO for approval; both of these areas are in need of replacement and have been for several years. He received a call from Debbie Geyer in her capacity as the Clerk of the Caldwell Veterans Council, she asked if the County would be interested in working with John Muirhead at the old Carnegie Library which is the new home of the Caldwell Veterans Council, they are asking for assistance with millwork and cabinetry. Commissioner Dale is okay with donating items already in storage that will either be up for auction or thrown away, but would prefer a bid be provided for the millwork and cabinetry and it will be up to them if they'd like to use their Historical Preservation money to build the items they need. The meeting concluded at 10:56 a.m. An audio recording is on file in the Commissioners' Office.

## **SEVENTEENTH DAY OF THE JANUARY TERM, A.D., 2017**

**CALDWELL, IDAHO FEBRUARY 1, 2017**

**No meetings were scheduled.**

**EIGHTEENTH DAY OF THE JANUARY TERM, A.D., 2017  
CALDWELL, IDAHO FEBRUARY 2, 2017**

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

**APPROVED LIQUOR CATERING PERMITS**

The Board of Commissioners approved the following liquor catering permits:

- Slanted Rock Brewing Company, LLC to be used on March 11, 2017 for the 7<sup>th</sup> Annual Fort Boise Highland Games and Kelt Race at Old Fort Boise Park, Highway 95 in Parma.
- Big Al's to be used on February 11, 2017 for a wedding reception at Stillwater Hollow, 18120 Dean Lane in Nampa.

**APPROVED FLEET MANAGEMENT COMMUTER VEHICLE AUTHORIZATION FORM**

The Board of Commissioners approved a Canyon County Fleet Management Commuter Vehicle Authorization Form for Patrick Collins, an employee in the Sheriff's Office.

**APPROVED CLAIMS ORDER NO. 1709**

The Board of Commissioners approved payment of County claims in the amount of \$1,481,241.32 for accounts payroll.

**CONSIDER INDIGENT DECISIONS**

The Board met today at 8:47 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale and Pam White, Indigent Services Director Yvonne Baker, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to make the initial denials for the following cases that do not meet the criteria for assistance: Case Nos. 2017-394, 2017-462, 2017-384, 2017-342, 2017-410, 2017-404, 2017-259, 2017-532, 2017-511, 2017-355, 2017-388, 2017-393, 2017-403, and 2016-1675. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to allow the final approval for the following cases that do meet the criteria for assistance: Case Nos. 2014-843,

2014-923, and 2016-1123. The meeting concluded at 8:50 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE; AND CONSIDER SIGNING A RESOLUTION ADOPTING THE CANYON COUNTY 911 EMERGENCY DISPATCH ADVISORY BOARD 2017 REVISED BYLAWS, AND A RESOLUTION GRANTING HEARTLAND RECREATIONAL VEHICLES, LLC, A PROPERTY TAX EXEMPTION PURSUANT TO IDAHO CODE § 63-602NN

The Board met today at 9:01 a.m. for a legal staff update and to consider signing two resolutions: 1) a resolution adopting the Canyon County 911 Emergency Dispatch Advisory Board 2017 Revised Bylaws, and 2) a resolution granting Heartland Recreational Vehicles, LLC, a property tax exemption pursuant to Idaho Code § 63-602NN. Present were: Commissioners Tom Dale and Pam White, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, Deputy P.A. Mike Porter, Deputy P.A. Zach Wesley, Chief Deputy Sheriff Marv Dashiell, Jeff Froshour from Heartland RV, Chief Deputy Assessor Joe Cox, and Deputy Clerk Monica Reeves. Zach Wesley said the Board of Commissioners previously adopted bylaws for the 911 Emergency Dispatch Advisory Board which advises the BOCC on the spending of E-911 funds. The E-911 board made recommendations that changes be made to the bylaws pertaining to when the chairman is elected and when their annual budget meeting is held. Chief Dashiell said they would rather the chairman be selected in January rather than between February and March. Also, the bylaws mandated that the annual budget meeting be held in February but they want discretion about having the meeting in January rather than having a special meeting in February. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to sign the resolution adopting the Canyon County 911 Emergency Dispatch Advisory Board 2017 Revised Bylaws. (See Resolution No. 17-019) Brad Goodsell said Heartland RV came before the Board some time ago with some plans to open a manufacturing facility in Nampa, in part of the old Micron facility, and the Board indicated it would look favorably at an application for a tax investment incentive under Idaho Code, Section 63-602NN. Jeff Froshour gave an update on their project and what their plans are. They purchased the Micron building in September of 2015 and started production in March of 2016 and they are now at 50% capacity with possible future plans of expansion and additional property in the Nampa area. Mr. Goodsell said the exemption starts this year with the 75% exemption which would exempt approximately \$4.5 million in property value over a five year period. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to sign the resolution granting Heartland Recreational Vehicles, LLC, a property tax exemption pursuant to Idaho Code § 63-602NN. (See Resolution No. 17-020) The document was recorded as Instrument No. 2017-004270. At 9:12 a.m. the Board went into Executive Session as follows:

EXECUTIVE SESSION – PERSONNEL MATTER, RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

Commissioner White made a motion to go into Executive Session at 9:12 a.m. pursuant to Idaho Code, Section 74-206(1) (b), (d) and (i) to discuss a personnel

matter, records exempt from public disclosure and attorney-client communication, and to communicate with the County's risk manager regarding pending/imminently likely claims. The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale and Pam White, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, Deputy P.A. Mike Porter, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. The Executive Session concluded at 10:10 a.m. with no decision being called for in open session.

An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

**NINETEENTH DAY OF THE JANUARY TERM, A.D., 2017  
CALDWELL, IDAHO FEBRUARY 3, 2017**

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

**APPROVED PURCHASE ORDER**

The Board approved the following purchase order(s):

- Wall 2 Wall Flooring the amount of \$21,330.00 for the Facilities Department.

**APPROVED CLAIMS ORDER NO. 2-10-17**

The Board of Commissioners approved payment of County claims in the amount of \$76,655.50 for accounts payable.

**LEGAL STAFF UPDATE**

The Board met today at 9:06 a.m. for a legal staff update. Present were: Commissioners Tom Dale and Pam White, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley, Deputy P.A. Mike Porter, Deputy P.A. Brad Goodsell, Health Plan Trustees Mark Tolman, Doug Daniels, and Yvonne Baker, Controller Zach Wagoner, Shawna Larson from the Auditor's Office, HR Director Sue Baumgart, and Deputy Clerk Monica Reeves. Zach Wesley said portions of the discussion with the health plan trustees would be appropriate for open session, however, there are some initial matters that would be appropriate for Executive Session under 74-206 (1) (b) for conversations we'll have later that are not related to the health plan trustees, and sub-sections (d) and (i) for attorney-client communication



regarding documents and conversations with the risk manager related to this issue. The Board went into exec session at 9:08 a.m. as follows:

EXECUTIVE SESSION – PERSONNEL MATTER, RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

Commissioner White made a motion to go into Executive Session at 9:08 a.m. pursuant to Idaho Code, Section 74-206(1) (b), (d) and (i) a personnel matter, records exempt from public disclosure and attorney-client communication, and to communicate with the County's risk manager regarding pending/imminently likely claims. The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale and Pam White, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley, Deputy P.A. Mike Porter, Deputy P.A. Brad Goodsell, Health Plan Trustees Mark Tolman, Doug Daniels, and Yvonne Baker, Controller Zach Wagoner, Shawna Larson from the Auditor's Office, HR Director Sue Baumgart, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:29 a.m. with a discussion that followed in open session.

Zach Wesley said some information about the health care trust was relayed in Executive Session and the trustees are here to discuss anything that would be appropriate for the open record, and if there is a need for formal action it would be appropriate to calendar it for next week. Controller Zach Wagoner said the past 12 months have been devastating to the County's health insurance fund; the claims costs have skyrocketed and we've now found ourselves with a cash balance of \$300,000. He considers a healthy balance to be \$3 million. (The fund spends \$9 million a year, 33% of that amount would be \$3 million.) The employer contribution to the fund per employee per month (PEPM) amount of \$623 has remained unchanged since January 1, 2010. The trustees are proposing a change in the PEPM employer contribution from \$623 to \$1,053 to be done in two steps with an immediate infusion of cash in the amount of \$1,255,600, and that amount is based on if the \$1,053 amount had started October 1, which would have been the excess extra contributions through the end of January. The consistent PEPM contribution will change to \$1,053. On an annual basis on a fiscal year the total cost based on 730 enrolled employees is \$3,766,800 and for FY2017, that amount will be covered by current FY2017 revenues. When this plays out, the \$3.7 million will be divided between the County's funds with each paying their share. There is revenue in FY2017 to cover the entire cost. Mark Tolman said the trustees have looked at every possible option and they have brought in professionals to provide ideas. They have raised deductibles, co-pays amounts, and out-of-pocket costs for employees, and they don't want to push the employees any further. Commissioner Dale said it has to be sustainable and we can't let the fund go down, and he said if the County had continued to raise the County's contribution amount by 6% every year we would be around the \$1,053 PEPM amount. He said the way forward is to agendize the consideration of the resolution. He thanked Zach Wagoner for providing the charts which clearly shows how Canyon County is lagging far behind in what we're paying for our employees, and how we are at the top as far as what we ask from our employees in terms of contributions. The health plan trustees

as well as Mr. Wagoner, Ms. Larson and Ms. Baumgart left at 9:37 a.m., at which time the Board returned to Executive Session as follows:

EXECUTIVE SESSION – PERSONNEL MATTER, RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

The Board returned to Executive Session at 9:37 a.m. pursuant to Idaho Code, Section 74-206(1) (b), (d) and (i), a personnel matter, records exempt from public disclosure and attorney-client communication, and to communicate with the County's risk manager regarding pending/imminently likely claims, upon the earlier motion of Commissioner White and the second by Commissioner Dale. Present were: Commissioners Tom Dale and Pam White, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley, Deputy P.A. Mike Porter, Deputy P.A. Brad Goodsell and Deputy Clerk Monica Reeves. The Executive Session concluded at 10:19 a.m. At the conclusion of the session, Sam Laugheed said the Board came out of the Executive Session which was entered appropriately under 74-206(1) (b) (d) and (i), and towards the end of the Executive Session, approximately five minutes ago, Commissioner Dale was called away and because Commissioner Rule is not here we longer have a quorum. Mr. Laugheed's recommendation is that the Board continue the Executive Session to this afternoon at 2:00 p.m. No decisions have been made at this point in Executive Session. It's just an unusual circumstance without a quorum coming out so we will continue to the later time today. The Board returned to Executive Session at 2:05 p.m., pursuant to Idaho Code, Section 74-206(1) (b), (d) and (i), and as continued from earlier this morning. Present were: Commissioners Tom Dale and Pam White, Chief Civil Deputy Sam Laugheed, Deputy P.A. Zach Wesley, HR Director Sue Baumgart, and Deputy Clerk Monica Reeves. Fair Director Rosalie Cope arrived at 2:09 p.m. and left at 2:22 p.m. The Executive Session concluded at 2:27 p.m. with no decision being called for in open session.

An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

**TWENTY-FIRST DAY OF THE JANUARY TERM, A.D., 2017  
CALDWELL, IDAHO FEBRUARY 6, 2017**

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

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Wall 2 Wall Flooring the amount of \$4,214.60 for the Solid Waste Department

#### APPROVED CLAIMS ORDER NO. 2-10-17

The Board of Commissioners approved payment of County claims in the amount of \$54,000.54, \$55,482.99, \$40,191.57, \$23,891.30 and \$134,016.70 for accounts payable.

#### COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:23 a.m. for an office staff meeting. Present were: Commissioners Tom Dale, Pam White and Steve Rule, PIO Joe Decker, Deputy Clerk Jenen Ross, and Deputy Clerk Monica Reeves. The Board reviewed this week's schedule with staff. Commissioner Dale said he will meet with Fair Board Chairman Josh Sanders this afternoon to talk about what's going on. Joe Decker reported on the following communication items: he will draft some talking points for this week's KBOI radio interview; finalize a press release regarding the fair; he shot another training video for the Sheriff's Office last week and he will do another one on Friday; and he will work with Lt. Schorzman on coordination efforts related to the disaster declaration that was issued in response to the record amount of snowfall we've experienced. The meeting concluded at 8:31 a.m. An audio recording is on file in the Commissioners' Office.

#### CONSIDER SIGNING FEBRUARY 6, 2017 AGENDA ITEMS

The Board met today at 8:31 a.m. to consider signing the February 6, 2017 agenda items. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Brad Goodsell, Chief Deputy Assessor Joe Cox, Facilities Director Paul Navarro, and Deputy Clerk Monica Reeves. The items were considered as follows:

**Consider signing a Resolution Authorizing the Quitclaim of Parcel 37017000 0 to Ivan Salazar:** Brad Goodsell said this is a piece of property in Wilder that the County offered for sale two years ago and nobody bought it so we've been holding on to it. Ivan Salazar made an offer to the Board and tendered a check in the amount of \$6,374. The resolution authorizes the transfer of Parcel No. 37017000 0 to Ivan Salazar. Commissioner White made a motion to approve the resolution and authorize a quitclaim deed of Parcel No. 37017000 0 to Ivan Salazar. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners White, Rule and Dale voting in favor of the motion, which carried unanimously. (See Resolution No. 17-021.) The quitclaim deed was signed and was recorded as Instrument No. 2017-004636.

**Tax Charge Adjustments by PIN for November 1, 2016 to November 30, 2016:** Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to authorize the Board to sign the Treasurer's tax charge adjustments.

**Consider signing the proclamation declaring Ismael Fernandez Day:** The Canyon County Elected Officials signed a proclamation to present to the City of Wilder in memoriam of the life and service of Ismael Fernandez who was tragically killed in a car accident on January 27, 2017. Commissioner White read the proclamation into the record stating that February 14, 2017 shall be a solemn day of remembrance in honor of Ismael Fernandez. Upon the motion of Commissioner Rule and the second by Commissioner White the Board voted unanimously to sign the proclamation.

The meeting concluded at 8:42 a.m. An audio recording is on file in the Commissioners' Office.

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

*Note for the record: As properly noticed the Board met today at 9:35 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter and records exempt from public disclosure and attorney-client communication. The Executive Session was held as follows:*

Commissioner White made a motion to go into Executive Session at 9:36 a.m. pursuant to Idaho Code, Section 74-206(1) (b) and (d). The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. The Executive Session concluded at 10:05 a.m. with no decision being called for in open session.

EXECUTIVE SESSION TO CONSIDER A PERSONNEL MATTER PURSUANT TO IDAHO CODE, SECTION 74-206 (1) (A) AND (D) AND 74-106: INTERVIEW AND CANDIDATE EVALUATION FOR THE SENIOR ADMINISTRATIVE SPECIALIST POSITION IN THE COMMISSIONERS' OFFICE

Commissioner Rule made a motion to go into Executive Session at 1:33 p.m. pursuant to Idaho Code, Section 74-206(1) (a) and (d), and 74-106 for interview and candidate evaluation for the Senior Administrative Specialist position in the Commissioners' Office. The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule and White voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Pam White and Steve Rule, HR Director Sue Baumgart, Deputy Clerk Jenen Ross and Deputy Clerk Monica Reeves. Heather Nelson arrived at 1:34 p.m. and left at 2:00 p.m. Andrea Colglazier arrived

at 2:07 p.m. and left at 2:45 p.m. Jamie Miller arrived at 3:02 p.m. and left at 3:30 p.m. The Executive Session concluded at 3:39 p.m. with no decision being called for in open session.

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

The Board met today at 3:47 p.m. for a biweekly meeting with the Fair Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley, HR Director Sue Baumgart, PIO Joe Decker, Event Coordinator Ellen Tingstrom, Exhibits Supervisor and Bookkeeper Diana Sinner, and Deputy Clerk Monica Reeves. Commissioner Dale said one of the first things to be done, given the change that occurred over the last week, is to designate somebody to be the interim director. He's had conversations with Diana Sinner and it's his understanding that the fair staff has come to sort kind of conclusion. Ellen Tingstrom said she believes Ms. Sinner should be the interim director because she has experience managing people and has had attended fair conventions. Diana Sinner said she has some questions about taking on the role but she is willing to do whatever she can to move forward with the fair. Commissioner Dale is confident Ms. Sinner can lead forward. Commissioner White made a motion that Diana Sinner be the interim director of the Canyon County Fair. The motion was seconded by Commissioner Rule and carried unanimously. Commissioner Rule said the process to hire a new director could take several months and he encouraged her to apply for the position. There was discussion about the need to bring on additional staff now that there are only two people in the office. Ms. Sinner said there is someone who has fair experience who's looking for a job, although she has not talked to this person yet. Commissioner Dale said is not opposed to bringing on someone to help out considering they are down two positions. Commissioner Rule cautioned Ms. Sinner on hiring someone to fill her own position while she's serving as the interim director. Commissioner Dale said Ms. Sinner should fill the position and make it clear to the person that it's for an interim period and if Ms. Sinner chooses not to apply for the director position, or if she doesn't get the position, she will want her old job back. Zach Wesley said we need to have the fair staff work with the HR Department to make sure we follow County protocols on getting staffing set up and making sure there isn't confusion with positions. Commissioner Dale said with just two employees they are at 50% strength and to pull off a fair they need to be at 100% strength. Sue Baumgart said it would be ideal if they could find somebody who does marketing but also has bookkeeping experience because they could be hired as a regular fulltime employee and we wouldn't have to say it's an interim position. Ms. Tingstrom said their marketing/sponsorship position is a fulltime position and during the fair that person gets really busy. Commissioner White knows the person who used to hold that position with the fair and asked if it's appropriate for her to reach out to that person about the vacancy. Mr. Wesley said it is appropriate to let that person know she can contact HR and submit an application. At 4:01 p.m. the Board went into Executive Session as follows:

EXECUTIVE SESSION – PERSONNEL MATTER, RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, AND COMMUNICATE WITH LEGAL COUNSEL REGARDING POSSIBLE LITIGATION

Commissioner White made a motion to go into Executive Session at 4:01 p.m. pursuant to Idaho Code, Section 74-206(1) (b), (d) and (f) to discuss a personnel matter, records exempt from public disclosure and attorney-client communication, and to communicate with legal counsel regarding possible litigation. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule, White, and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley, HR Director Sue Baumgart, PIO Joe Decker, Ellen Tingstrom, Diana Sinner, and Deputy Clerk Monica Reeves. The Executive Session concluded at 4:17 p.m.

When the Board returned to open session the discussion continued with Commissioner Rule said nothing is more consistent in the world than change. There has been a change and the Board has appointed an interim director and along with that complete change of direction he will make a motion to release the fair advisory board members and he encouraged anyone who's interested, including the existing fair board members, to apply. Commissioner White seconded the motion. A roll call vote was taken with Commissioners Rule, White, and Dale voting in favor of the motion to release the fair board advisory board members. The motion carried unanimously. Commissioner Rule said the Board needs to authorize Public Information Officer (PIO) Joe Decker to issue a press release on the decision regarding the change in the structure of the fair. Commissioners White and Dale agreed. Commissioner Dale said the Board has a press release that generally talks about the change in direction of the fair, from the focus on moving it to the property on Highway 20-26 and at least for right now doing the best we can at the events center. Commissioner White made a motion to approve the resolution on the release of the advisory fair board members. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion (which basically codifies the previous motion) with Commissioners Rule, White and Dale voting in favor. The motion carried unanimously. (See Resolution No. 17-022.) Commissioner Rule said the Board – both past and present – is appreciative of the past director and the advisory board for their hard work. This is a change in direction and the new director and interim director will need to have new and fresh ideas and a new board might help them accomplish that. It's nothing more than some administrative changes that are necessary. The meeting concluded at 4:21 p.m. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

## **TWENTY-FIRST DAY OF THE JANUARY TERM, A.D., 2017 CALDWELL, IDAHO FEBRUARY 7, 2017**

Commissioners attended the Idaho Association of Counties – MidWinter Legislative Conference in Boise, ID

**TWENTY-SECOND DAY OF THE JANUARY TERM, A.D., 2017  
CALDWELL, IDAHO FEBRUARY 8, 2017**

Commissioners attended the Idaho Association of Counties – MidWinter Legislative Conference in Boise, ID

**TWENTY-THIRD DAY OF THE JANUARY TERM, A.D., 2017  
CALDWELL, IDAHO FEBRUARY 9, 2017**

Commissioners attended the Idaho Association of Counties – MidWinter Legislative Conference in Boise, ID

**TWENTY-FOURTH DAY OF THE JANUARY TERM, A.D., 2017  
CALDWELL, IDAHO FEBRUARY 10, 2017**

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

**APPROVED PURCHASE ORDERS**

The Board approved the following purchase order(s):

- Curtis Blue Line in the amount of \$22,450.00 for the Sheriff's Office
- Uniforms 2 Gear in the amount of \$10,000.00 for the Sheriff's Office
- Live Action Safety, LLC in the amount of \$4,807.67 for the Sheriff's Office
- Boise Window Tint, LLC in the amount of \$1,676.00 for the Juvenile Detention Center
- BOE in the amount of \$2,068.00 for the Information Technology Department
- Total Truck in the amount of \$3,412.67 for the Facilities Department
- R & H Supply, Inc., in the amount of \$1,618.50 for the Facilities Department

**MEETING TO DISCUSS COURTHOUSE IT TELEPHONE RECEPTIONIST STAFFING**

The Board met today at 8:37 a.m. for a meeting to discuss courthouse IT telephone receptionist staffing. Present were: Commissioners Tom Dale and Pam White, Director of IT Greg Rast, Assistant Director of IT Eric Jensen, Business Manager Caitlin Pendell and Deputy Clerk Jenen Ross. Director Rast explained that additional back-up is needed for phone reception for the courthouse as all phone calls that come into the county go thru the IT receptionist; he feels two people are needed to fill that role as they are receiving approximately 275 calls per day along with being back coverage for other departments, receiving and directing shipments, IT reception for appointments and security cameras. The addition of one person would also be print shop reception to run the application for the orders at the print shop as well as answer phones. At this time the position is not

budgeted for so a new PCN would need to be created and the budget would need to be opened to fund the position. Commissioner Dale is okay with Director Rast moving forward and working with HR to complete to job description and Commissioner White advised him to check in with the Controller to make sure the request will work. The meeting concluded at 8:50 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING CANYON COUNTY'S 2017 CONTRACT RENEWAL WITH CENTURYLINK FOR ANNUAL VIPER MAINTENANCE, AND LEGAL STAFF UPDATE

The Board met today at 9:03 a.m. to consider signing Canyon County's 2017 contract renewal with CenturyLink for annual Viper maintenance, and to have a legal staff update. Present were: Commissioners Tom Dale and Pam White, Chief Deputy Sheriff Marv Dashiell, Deputy P.A. Mike Porter, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. Chief Dashiell said the CenturyLink Viper system is an integral part of the E911 answering system in the dispatch center and the contract is for the annual renewal for our maintenance and programming support. The system routes and identifies the 911 calls that come into the center and gives the location address. The cost is \$38,304.26 and it's paid from the E911 fund. The contract has been reviewed by the Prosecutor's Office. Commissioner White made a motion to sign the renewal with CenturyLink for the Viper maintenance for the dispatch center. The motion was seconded by Commissioner Dale and carried unanimously. (See Agreement No. 17-004.) As part of the legal staff update, Commissioner Dale said it's very critical that we finalize the Carter Goble Lee contract for the needs analysis because it will take four months to do the study, and it will be the end of June before we get a report and our window is rapidly closing for getting anything done this year. He wants to get something signed next week. He said we need to make sure we clearly define to Carter Goble Lee what we are expecting out of the report. He wants a minimum of three proposals of scoping for the jail structure: 1) just the jail alone, 2) a jail building with some facilities for patrol to do their report writing, and 3) an option for the entire project that the Sheriff wants. He also wants a cursory examination of what we can do with the Dale Haile jail. Commissioner White wants to see the phase-in option and how everything can be added together. On another topic, she reported that she attended a breakout session at the IAC Conference with an Ada County Prosecutor who did a presentation on the Justice Reinvestment Act and she came forward with four revisions they're going to take to the legislature. One of them was not the gap in what they are paying to house inmates and what it costs the jails and that was a huge concern to the sheriffs. She said she needs something specific that addresses what it costs the taxpayers that's not being covered by the \$45 a day fee. Chief Dashiell said they discussed that briefly at the Idaho Sheriffs Association this week and the indication was that the proposal needs to be forwarded to the Governor's office so it can go through JFAC, but it doesn't sound like it can happen this year. There is a statute in place that indicates the fee is reviewed every three years and the last was in 2015 or 2016 so whether the statute prohibits an interim review of it needs to be brought to the legislation as it is starting rather than after



they are already in session. He said some counties use the housing funds they receive as a revenue stream but Canyon County uses those jails who have space to immediately remove the state prisoners from our jail because we have the necessity for jail space for new charges. He said jails all over the valley are running out of space and that is another backup to how the Carter Goble Lee proposal could be beneficial. Chief Dashiell left at 9:17 a.m., and the Board went into Executive Session as follows:

EXECUTIVE SESSION – DISCUSS A PERSONNEL MATTER

Commissioner White made a motion to go into Executive Session at 9:18 a.m. pursuant to Idaho Code, Section 74-206(1) (b) to discuss a personnel matter. The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Mike Porter, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:36 a.m. with no decision being called for in open session.

An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

CONSIDER SIGNING A RESOLUTION TO ADOPT CHANGES TO THE JOB DESCRIPTION, TITLE AND SALARY RANGE OF ONE POSITION IN THE INDIGENT SERVICES DEPARTMENT, CONSIDER INDIGENT DECISIONS AND INDIGENT SERVICES WORKSHOP

The Board met today at 10:03 a.m. to consider signing a resolution to adopt changes to the job description, title and salary range of one position in the Indigent Services Department, consider indigent decisions and indigent services workshop. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. David Eames (arrived 10:05 a.m.), Deputy P.A. Brad Goodsell (arrived 10:06 a.m. – left at 11:10 a.m.), Controller Zach Wagoner (left at 10:07 a.m.), HR Specialist Cindy Lorta (left at 10:07 a.m.), Director of Indigent Services Yvonne Baker, Indigent Services Hearing Specialist Michelle Kidd, Indigent Services Senior Interview Specialist Kellie George and Deputy Clerk Jenen Ross.

***Consider signing a resolution to adopt changes to the job description, title and salary range of one position in the Indigent Services Department:***

Director Baker explained that Kellie George is currently a Senior Interview Specialist and they are requesting that her title be changed to a Hearing Generalist; she and Michelle Kidd will then share the duties of the hearing appeal cases. The position itself is a hybrid between an interview specialist and a hearing specialist. Zach Wagoner confirmed the funding is in place with no changes to the budget necessary. Commissioner White made a motion to sign the resolution to adopt changes to the job description, title and salary range of one position in the Indigent Services Department, the motion was seconded by

Commissioner Dale with the Board voting unanimously to sign the resolution (See Resolution No. 17-023).

***Consider indigent decisions:***

Director Baker presented the following cases for final denial as they do not meet the criteria for approval: 2016-1502, 2016-1595, 2016-1574, 2016-1589, 2016-1524, 2016-1532, 2016-1290, 2016-1548, 2016-1546, 2016-1571 and 2016-1573, Commissioner White made a motion to issue final denials as read into the record, Commissioner Dale seconded the motion with the Board voting unanimously to issue the final denials. Ms. Baker then presented the cases as follows for initial denials as they do not meet eligibility: 2017-1523, 2017-568, 2017-430, 2017-428, 2017-435, 2017- 434 and 2017- 432, Commissioner White made a motion to issue initial denials as read into the record, Commissioner Dale seconded the motion with the Board voting unanimously to issue the initial denials. Ms. Barker read into the record cases that were heard at hearings and do meet the criteria for eligibility for final approvals as follows: 2016-1506 and 2015-496, Commissioner White made a motion to issue final approvals as read into the record, the motion was seconded by Commissioner Dale with the Board voting unanimously to issue the final approvals. The following case was read into the record as an initial decision of approval as it does meet eligibility: 2017-433, Commissioner White made a motion to approve the initial approval as read into the record with Commissioner Dale seconding the motion, the Board voted unanimously to issue the initial approval. A request was made by Director Baker to temporarily lift a lien so an applicant can secure funding to purchase a home, typically these are okay to do as the lien will then be a county lien against real property. Commissioner White made a motion to temporarily lift the lien for the applicant of Case No. 2012-170 to purchase a home, the motion was seconded by Commissioner Dale with the Board voting unanimously on the motion.

***Indigent services workshop:***

Director Baker, Hearing Specialist Michelle Kidd and Interview Specialist Kellie George presented an overview of the process once they receive an application for indigent services including explanations of a combined application, liens and pre-investigation, investigation by the Deputy Clerk, appeals, pre-litigation panel and judicial review, catastrophic health care cost program and reimbursement. A worksheet was also provided explaining reasons for the options of each case, those reasons being: continuance, suspension, approval or denial. This worksheet can be used as a guide when making motions during indigent appeal hearings; it also provided an explanation of the expectation of the hospital's role when presenting a case. Ms. Baker further explained that it is the responsibility of each hospital to come to the hearing prepared, they often will appeal a case as a way of gaining additional time. With the abundance of cases being continued it is causing additional burden on the Indigent Services department and an excess of appeal hearings. The meeting concluded at 11:42 a.m. An audio recording is on file in the Commissioners' Office.

## DISASTER DECLARATION APPLICANT BRIEFING

The Board met today at 1:31 p.m. for a disaster declaration application briefing. Present were: Commissioners Tom Dale and Pam White, Chief Deputy Sheriff Marv Dashiell, Lt. David Schorzman, Dale Nalder, who is the field representative from the State Office of Emergency Management, Sheriff's Financial Manager David Ivers, Facilities Director Paul Navarro, PIO Joe Decker, various representatives from other agencies, and Deputy Clerk Monica Reeves. Lt. Schorzman said the purpose of today's meeting is to give a briefing about the status of the County's emergency declaration and discuss where we're at and how to move forward. Dale Nalder said Canyon County requested assistance from the State due to a severe winter storm and the question is whether we rose to the level of a federal threshold. Idaho has to receive \$2.2 million worth of damage before we're eligible for federal assistance, which changes the percentage of the cost share. He said it looked like we were going to exceed the \$2.2 million threshold so they reached out to FEMA who sent a preliminary damage assessment team to verify the expenses and to see if we are eligible. All political subdivisions that incurred expenses during the extreme snow event are being asked to submit their expenses so they can have a feel for where we're at. FEMA will only pay for 48 hours' worth of snow removal, but Mr. Nalder is hoping the snow removal costs from public roofs will be covered under the emergency protective measures. FEMA will be here on Monday to go through the paperwork and get an understanding of what our true extraordinary costs are. It's a "Hail Mary" pass to say our expenses entitle us to a federal disaster declaration which changes the percentage of cost share from a 50/50 split to 75% federal share and 25% local match. The types of expenses that will be covered include: third-party contractors, hours of employees above and beyond their assigned work hours, snow melt purchases, equipment rentals, etc. The expenses have to be well documented between the dates of December 22 through January 19. Mr. Nalder said Governor Otter declared a disaster in Washington County and then Canyon County came on board and their question has been do we back that up to the date the State declaration was issued, or does it start when Canyon County declared. The hope is we will get a federal declaration that will allow us to start on December 22, but it's not yet clear. Lt. Schorzman said the school districts have not contacted him but he will reach out to them to see if they have expenses. No Board action was required or taken as the meeting was held for information purposes only. The meeting concluded at 1:56 p.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING A RESOLUTION AUTHORIZING THE DISTRIBUTION OF FUNDS INTO THE EMPLOYEE HEALTH BENEFIT TRUST FUND

The Board met today at 2:33 p.m. to consider signing a resolution authorizing the distribution of funds into the Employee Health Benefit Trust Fund. Present were: Clerk Chris Yamamoto, Chief Deputy Clerk Drew Maffei, Controller Zach Wagoner, Accountant Shawna Larson, Deputy P.A. Zach Wesley, Director of HR Sue Baumgart, Director of Indigent Services Yvonne Baker, Chief Deputy Sheriff Marv Dashiell, Jail Captain Daren Ward (arrived at 2:44) and Deputy Clerk Jenen Ross. Controller Zach Wagoner explained that the last 12 months have been financially devastating to the health insurance fund with claims and costs skyrocketing. The employer contribution for the county has not changed since January 1, 2010. Ms. Larson has done research to compare what other governmental entities contribute to their health insurance funds with the county currently contributing \$623 per employee, per month; the health trustees propose raising that amount to \$1053 per employee, per month. The total annual cost is approximately \$3.7 million. Since we are partially thru FY2017 there needs to be an immediate \$1.2 million infusion and a change in increase per month from \$623 to \$1053 per employee. Mr. Wagoner explained that they arrived at that amount based on last year's costs, spending and increased that by 15%. Commissioner Dale confirmed that the \$1.2 million infusion is equal to what the county would have contributed if premiums had been raised on October 1, 2016. A chart was provided showing the comparison between the Cities of Caldwell and Nampa, State of Idaho, Kootenai, Ada and Canyon Counties (a copy of this chart is on file with this day's minute entry). Mr. Wagoner stated that as of the end of January the Health Care Trust balance was \$300,000, which is only 10% of where it should be at \$3 million. The funding will come from current year's revenues, and he believes there are sufficient revenues in FY2017 to cover this infusion, however, the budget may need to be opened towards the end of the fiscal year to make adjustments to the budget but this is for accounting purposes only. Zach Wesley stated there has been a resolution prepared to act upon the advice of the Health Board Trustees and explained there are two parts to the resolution, the first being a one-time lump sum payment to the trust of \$1,255,600, the second being to raise the county employee contribution from \$623 to \$1053 per employee, per month. Commissioner White made a motion to sign the resolution authorizing the distribution of funds into the Employee Health Benefit Trust Fund, with Commissioner Dale seconding the motion. A roll call vote was taken with the Board voting unanimously to sign the resolution (See Resolution No. 17-024). The meeting concluded at 2:51 p.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING A RESOLUTION TO ISSUE A REFUND TO AARON & SHIGAE FLYNN FOR BUILDING PERMIT FEES; AND A RESOLUTION FOR THE ADDITION OF ONE POSITION IN THE PUBLIC DEFENDER'S OFFICE

The Board met today at 3:03 p.m. to consider a resolution to issue a refund to Aaron and Shigae Flynn for building permit fees, and a resolution for the addition of one position in the Public Defender's Office. Present were: Commissioners Tom Dale and Pam White, DSD Director Tricia Nilsson, PD Tera Harden, PD Office Manager Deepak Budwani, HR Generalist Demi Etheridge, and Deputy Clerk Monica Reeves. Director Nilsson said the Flynns applied for a building permit last year for a new home but they've changed builders and are seeking a refund of the fees they paid on the first permit so it can be applied to their second permit. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to sign the resolution to issue a refund of \$1,910.80 to Aaron and Shigae Flynn for a zoning compliance fee, plan review fee, and 80% of a building permit fee. (See Resolution No. 17-025.) Director Nilsson left at 3:04 p.m. Tera Harden wants to create an additional position using the leftover funds she received from the Public Defense Commission (PDC) and although it isn't enough to fund a position for an entire year, it is enough to cover the balance of this fiscal year. Some employees may be leaving so she wants to bring a lawyer on so they can be ready if people do leave. Ms. Harden believes the County will see an increase in the amount of funds received from the PDC next year. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to sign a resolution for the addition of one position in the Public Defender's Office. (See Resolution No. 17-026.) The meeting concluded at 3:11 p.m. An audio recording is on file in the Commissioners' Office.

THE MINUTES OF THE FISCAL TERM OF JANUARY 2017 WERE READ AND APPROVED AND FOUND TO BE A PROPER RECORD OF THE PROCEEDINGS OF THE BOARD OF CANYON COUNTY COMMISSIONERS, CANYON COUNTY IDAHO.

APPROVED: \_\_\_\_\_  
Commissioner Steven J. Rule

\_\_\_\_\_  
Commissioner Tom Dale

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

ATTEST: CHRIS YAMAMOTO, CLERK

\_\_\_\_\_, Deputy    DATE: \_\_\_\_\_

**FIRST DAY OF THE FEBRUARY TERM, A.D., 2017  
CALDWELL, IDAHO FEBRUARY 13, 2017**

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

**APPROVED PURCHASE ORDER**

The Board approved the following purchase order(s):

- R&H Wholesale Supply in the amount of \$1,133.56 for the Information Technology Department

**APPROVED CLAIMS ORDER NO. 2-13-17**

The Board approved payment of County claims in the amount of \$24,736.38 for accounts payable.

**SALARY RATE AND ACCESS CONTROL REQUEST**

The Board approved a salary rate and access control request for Jamie Miller in the Commissioners' Office.

**COMMISSIONERS OFFICE STAFF MEETING**

The Board met today at 8:30 a.m. for an office staff meeting. Present were: Commissioners Tom Dale and Pam White, PIO Joe Decker, Deputy Clerk Jenen Ross, and Deputy Clerk Monica Reeves. The Board reviewed this week's schedule with staff. Commissioner White reported that she toured the print shop and saw that there is no security door on the building and given its location to Pod 5 she wants the facility to be secure with a badge access device installed. Commissioner Dale thinks that's a good idea. Joe Decker reported on the following communication items: He will prepare a press release for the Spring clean-up day at the landfill on April 22 where fees will be waived; he will work with Prosecutor Taylor on a media training class with a crash course on how the criminal justice system works; and he will work on a guest opinion explaining why the Board did what it did with the fair and why it will stay in Caldwell. Commissioner Dale said he's been responding to emails and explaining to people that it was not a political decision nor a philosophical discussion on where the fair should ultimately be, it was a practical move based on the fact there is no money to move the fair. The Board felt the most reasonable and fiscally responsible thing to do is to focus on making the best we can since we cannot afford to move the fair. Because of the great amount of energy and time that the fair board put into trying to move the fair the Board thought it'd be best if the fair board

members were released and strongly encouraged to reapply and work on making the fair the best it can be at the present location for the time being. He said there never was a funding plan for the building; it was never going to be accomplished with private money and was never going to be self-supportive. The goal now is to make some visible improvements in that experience this next year. Mr. Decker received a media monitoring request, which is expensive and unnecessary because it's easy for him to monitor the television stations and newspapers, however, it may be useful for the jail expansion issues to gauge how the public is taking everything the County is doing. Commissioner White said it would also be helpful to keep the County's Facebook page updated with information as well. Commissioner Dale said the contract with Carter Goble Lee needs to be in place, and we should have the Public Policy Institute from BSU do a survey and develop questions that are specific to jail issues and demographics. The meeting concluded at 8:57 a.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE, CONSIDER SIGNING A RESOLUTION TO WAIVE CERTAIN LANDFILL FEES ON APRIL 22, 2017, AND MEETING TO CONSIDER HIRING A LANDFILL SCREENER

The Board met today at 9:01 a.m. for a legal staff update, and to consider signing a resolution to waive certain landfill fees for Canyon County residents on Saturday, April 22, 2017, and to consider hiring a landfill screener. Present were: Commissioners Tom Dale and Pam White, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, Deputy P.A. Zach Wesley, Landfill Director David Loper, PIO Joe Decker, and Deputy Clerk Monica Reeves. David Loper said the resolution which waives landfill fees is signed every year for a free day at the landfill. It is a popular community event that occurs on the fourth Saturday in April and this year it's on April 22. Brad Goodsell said the resolution waives certain fees, it does not waive every fee; there are some limitations which are set forth in the resolution. The waiver is limited to residential waste and Canyon County residents, it excludes commercial waste. Commissioner White said in light of the destructive winter we've had there might be some residents who want to dispose of sheetrock and plywood. Director Loper said the first one of household waste is free. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to sign the resolution to waive certain landfill fees for Canyon County residents on Saturday, April 22, 2017. (See Resolution No. 17-027.) Mr. Loper will work with Joe Decker to post the information to the website and do some outreach. Mr. Decker left at 9:09 a.m. Sam Laugheed said there are a couple of matters that are appropriate for Executive Session, one of which involves Director Loper and will likely involve action in open session. The Board went into Executive Session at 9:11 a.m. as follows:

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

Commissioner White made a motion to go into Executive Session at 9:11 a.m. pursuant to Idaho Code, Section 74-206(1) (a) and (d) to consider the hiring of a public employee and to discuss records exempt from public disclosure and attorney-client communication. The



motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale and Pam White, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, Deputy P.A. Zach Wesley, Landfill Director David Loper, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:31 a.m. While in open session Commissioner Dale said the Board discussed a personnel matter in Executive Session pertaining to the landfill where Mr. Loper is in the process of filling a hazardous waste screener position and has narrowed the search down to a couple of applicants and he would like to make a job offer to Randy Jones, whom he considers the best applicant. However, Mr. Loper is unable to offer the position to the most qualified applicant because he is related somebody who works at the landfill and there is Rule 3.02 in the personnel handbook that prohibits that. In this case, Director Loper is asking the Board to consider waiving Rule 3.02. Commissioner White recognized that the position is difficult to fill and retain and that Mr. Jones is related to another employee but has no supervisory position or relationship to that job. She indicated that since Mr. Jones is the most qualified individual, and that he passed the background screening, and that he is the best fit for the position, Rule 3.02 should be waived in this instance. Commissioner White made a motion to waive Section 3.02 of the Personnel Manual for Canyon County to permit Mr. Loper to offer the hazardous waste screener position to Randy Jones in this circumstance. The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners White and Dale voting in favor. The motion carried unanimously. Sam Laugheed said this particular policy goes further than the law and this is entirely a matter of the Board's discretion with the good cause that has been found. Mr. Loper left at 9:34 a.m. Zach Wesley said he understands Commissioner Dale has a meeting with the West Valley Humane Society (WVHS) scheduled for this week and he asked if he would raise the issue about the IT services agreement that they've had for several months. Mr. Wesley has been in communication with the WVHS attorney, Tom Humphrey, who's assured him the agreement has been signed, however they have not provided a copy to the County. The legal staff update concluded at 9:37 a.m. An audio recording is on file in the Commissioners' Office.

#### MEETING TO DESIGNATE POLLING PLACES FOR THE MARCH 14, 2017 ELECTION

The Board met today at 9:48 a.m. to designate polling places for the March 14, 2017 election. Present were: Commissioners Tom Dale and Pam White, Elections Supervisor Kathy Bradley and Deputy Clerk Jenen Ross. Ms. Bradley said they will have 26 of the 64 polling places open for the March 14 election. West Ada is running a levy, Marsing is running a bond, Kuna is running a bond and a levy and Vallivue is running a levy with approximately 20,000 voters eligible to vote in this election. Commissioner White made a motion to designate the polling places as listed (a copy of the list is on record with this day's minute entry) for the election on March 14, 2017, and seconded by Commissioner Dale with the Board voting unanimously on the motion. The meeting concluded at 9:49 a.m. An audio recording is on file in the Commissioners' Office.

## PUBLIC HEARING TO CONSIDER SIGNING A RESOLUTION AUTHORIZING TRANSFER OF COUNTY PROPERTY BY QUITCLAIM DEED TO THE CITY OF MELBA

The Board met today at 10:03 a.m. for a public hearing to consider signing a resolution authorizing transfer of county property by quitclaim deed to the City of Melba. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Brad Goodsell, Treasurer Tracie Lloyd and Deputy Clerk Jenen Ross. Treasurer Lloyd explained this is just the finalization of the quitclaim tax deed property that the City of Melba requested. Mr. Goodsell said these properties were initially part of the tax sale but the City of Melba made a request to the Board to consider transferring these properties to them. Steps have been taken to transfer the property and when the county transfers a property to another government entity we have to publish notice of the county's intentions which was signed on January 24, 2017 and published on January 30, 2017. The public was given notice but no one showed for the hearing today. Mr. Goodsell presented a resolution to grant two parcels, PIN 17596000 0 and PIN 2816800 0, to the City of Melba. The City is not responsible to pay the past taxes on the property as it was not made a condition of this transfer. Commissioner White made a motion to sign the resolution authorizing the transfer of county property by quitclaim deed to the City of Melba, Commissioner Dale seconded the motion with the Board voting unanimously to sign the resolution (See Resolution No. 17-028). The meeting concluded at 10:09 a.m. An audio recording is available in the Commissioners' Office.

## MEETING WITH EIDE BAILLY TO RECEIVE FY2016 FINANCIAL AUDIT

The Board met today at 10:32 a.m. for a meeting with Eide Bailly to receive the FY2016 Financial Audit. Present were: Commissioners Tom Dale and Pam White, Jody Daugherty from Eide Bailly, Clerk Chris Yamamoto, Controller Zach Wagoner, Chief Deputy Clerk Drew Maffei, Treasurer Tracie Lloyd, Chief Deputy Sheriff Marv Dashiell, Captain Daren Ward, Sheriff's Financial Manager David Ivers, and Deputy Clerk Monica Reeves. Zach Wagoner submitted the County's Comprehensive Annual Financial Report for Fiscal Year Ended September 30, 2016 as prepared by the Clerk's Office. Eide Bailly audits the report, they examine, they test, and they offer an opinion on the validity and the accuracy of the information presented herein. Clerk Yamamoto said he is quite pleased with the services provided by Eide Bailly. Jody Daugherty said in their opinion the financial statement presented in this report presents fairly the financial position of the County at September 30, 2016. She said of most interest to the Board is the fund level financial statements because that is how the County operates on a daily basis. Page 27 is the balance sheet of the general fund and two of your special revenue funds that meet the definition of major, and all other government funds are lumped in the column called other funds. The general fund ended the year with almost \$7.4 million in unassigned fund balance which is the fund balance that is available for future budgeting; \$6.2 million of that was set aside for capital outlay for projects the Board has already approved. The fund balance for the general fund balance grew by \$860,000 in the current year. Ms. Daugherty said they did not have any journal entries during the audit. Mr. Wagoner said the most critical page is Page 29 which shows the actual financial activity for the County during FY2016. This statement is what

actually happened – how much cash actually came in and how much cash was expended. We began FY2016 with \$31 million in fund balance, and our fund balance decreased by \$881,000 leaving us with \$30 million in fund balance in September 30, 2016. During the budget process we used about \$11 million of fund balance to balance the budget. We were not projecting, we were going to actually use that, it was used to balance the budget. We did not use \$11 million of fund balance, we actually used a little less than \$1 million of fund balance in 2016. Clerk Yamamoto said around 10% of our budget is not on a cash basis, we are using fund balance to balance that budget and we seldom ever dip into that. A lot of it is “A” budget funds that haven’t been spent. Commissioner White asked Ms. Daugherty if she found any weaknesses or points of concern, and Ms. Daugherty said she did not. Clerk Yamamoto said the fund balance is not a savings account; it is liquid and can change daily and when they produce numbers it is a snapshot of that particular time. The number won’t remain that way – it can go up or down. He spoke of how he and the Controller have attempted to work with the departments to build trust so we that we don’t have a “use it or lose it” scenario. They budget adequately and there are contingencies but everyone is careful so at the end when the smoke clears they aren’t worried and they know the Clerk’s Office will work with them on purchases. The Clerk pointed out the statement in the letter Eide Bailly sent to the Board on January 26 which states “The financial statement disclosures are neutral, consistent, and clear.” Ms. Daugherty said this is how they communicate with those charged with governance; there was a new standard this year related to how the investments were disclosed but it didn’t affect the way they were valued or anything. They point out there are some estimates built in and those will change, and if they had any adjustments or issues they would have included them in the letter. She said it is a good clean audit. The meeting concluded at 10:57 a.m. An audio recording is on file in the Commissioners’ Office.

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

The Board met today at 1:23 p.m. for a meeting with the Director of Development Services to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Pam White, Director of DSD Tricia Nilsson and Deputy Clerk Jenen Ross. Director Nilsson reviewed the following topics with the Board: In 2015 FEMA came out to do a field review and had dozens of properties that they requested documentation on. Dan Hunter worked on that and sent all the information to FEMA at the end of 2015. They are now down to a couple of properties that have issues going back 20 years, they are working with the property owners and where they’ve had no response those people would be found in violation and a letter will be sent. At that point they can’t be pursued any further and she will work with the PA’s office to get something recorded so that when the property sells, the new owner will be notified about the elevation certificate. There are two bills that she feels compelled to comment on and will send them to the Board to be forwarded to the IAC. The first bill she refers to as the ‘Air B and B’ bill that affects lodging facilities, currently bed and breakfasts are allowed to the homeowner by right, but if somebody rented out their entire home and were not on the premises it would be a violation of the zoning ordinance and it may be worth tightening up the code so we don’t run into these situations. The

second bill is in reference to park model homes and how these fall on the tax rolls. Canyon County allows homes to be built on a foundation as long as it meets the International Residential Code (IRC) although the state has not adopted the 2016 code, some supplements were approved nationally to help with building code issues and approved by IRC but they wouldn't be effective in Idaho until maybe 2018; tiny homes are being put on trailer frames and other than HUD certified manufactured home there is no national certification standards for RV's or homes built on trailer frames, the only vehicle allowed as a dwelling is a temporary use of an RV any other uses have to be in an RV park. There is a tremendous need for affordable housing in Canyon County and regardless of legislation it is an issue that needs attention as it is a life safety issue. Ultimately it's a liability issue for the county if there is no certification. The meeting concluded at 1:31 p.m. An audio recording is on file in the Commissioners' Office.

#### MEETING WITH THE CITY OF CALDWELL TO DISCUSS FIBER OPTIC CONNECTIVITY TO THE CALDWELL AIRPORT

The Board met today at 1:33 for a meeting with the City of Caldwell to discuss fiber optic connectivity to the Caldwell Airport. Present were: Commissioners Tom Dale and Pam White, Caldwell City Engineer Rob McDonald, Caldwell Airport Manager Rob Oats, Public Works for the City of Caldwell Brent Orton, Deputy P.A. Allen Shoff, IT Director Greg Rast Assistant IT Director Eric Jensen and Deputy Clerk Jenen Ross. Mr. Orton explained that at the Caldwell Airport they've constructed a fiber loop that is partial around the airport and that they spoke with the County in the past about connection to the County's fiber with the intent of being able to have a connection to the server room; they are already connected via the Caldwell Police station with some secondary benefits at the Caldwell airport terminal as it has been identified as a possible emergency operation center. They've constructed conduit that has been placed just short of Linden Rd. where the county owns fiber that extends back to the courthouse and a few other places. In speaking with Director Rast, who has worked with the City to understand some of the needs, if they were to connect to the County's fiber it would need to be in a loop; running a loop out to the airport and then back so that one of the strands of fiber are not cut off or a number of strands of fiber that are heading on towards other destinations further out. The fiber will eventually go all the way around the airport and presently goes from Linden to Ustick on Aviation Way so if the city can provide some assistance to the county in the future in some way getting to a destination needed to reach they'd be happy to reserve some space in that conduit. Mr. Rast explained that dark fiber is a project that came about post 9/11, there was federal money put into the county to join Ada and Canyon Counties, it is called dark because it's not yet being used, but to be used for emergency services. There are 72 strands of individual fiber going from point A to point B with just 10 of those strands currently being used. It takes two strands to talk to and from (to make a connection), the capacity is pretty large and there is plenty of capacity available. He recommends putting 3 strands out at the airport. The county owns the fiber so the Board has the authority to approve who uses it. Once the connection comes back to the courthouse we currently have a connection from the courthouse into the city so that two mile jaunt will use the fiber to alleviate the expense for them. If in the future we ever need to recapture those three pair that were extended to

the airport, we'd just go onsite, loop it and cross connect it back up. What the airport is asking to do is right in line with what this was designed for, it just needs the okay from the Board. Once there is approval from the Board there will just need to be Memorandum of Understanding signed between the County and City of Caldwell. Director Rast explained that ultimately liability lies with the County as we own the fiber but if there is an entity that would like to use some of the previously damaged strands that would be on them to repair. Mr. Orton said there really isn't any cost to the county other than the soft cost in consumption of the fiber and that the run up Linden to where the airport office is, the City of Caldwell would be responsible for that run if there is damage there it would be on the city to repair. Mr. Shoff explained that the MOU would clearly lay out where liability falls. Director Rast said his understanding is that the county owns the fiber and it can be used however the county would like but feels it really should be used for emergency management services as that was the original intent and it couldn't be used for private enterprise due to where the strands terminate and because the county would then have to take responsibility of a private entity in the data center. Director Rast said there are no security concerns as far as hacking or cross-contamination strand to strand. The consensus of the Board is to develop the MOU and continue moving forward with this project. The meeting concluded at 1:53 p.m. An audio recording is on file in the Commissioners' Office.

MONTHLY MEETING WITH THE PARKS DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION AND CONSIDER APPOINTING NICKI SCHWEND AS CANYON COUNTY'S REPRESENTATIVE TO THE SOUTHWEST IDAHO RC&D

The Board met today at 2:20 p.m. for a monthly meeting with the Parks Director to discuss general issues, set policy and give direction and consider appointing Nicki Schwend as Canyon County's representative to the Southwest Idaho RC&D. Present were: Commissioners Tom Dale and Pam White, Parks Director Tom Bicak, Outdoor Recreation Planner Nicki Schwend and Deputy Clerk Jenen Ross. Tom Bicak has been serving on the RC&D Board and Nicki Schwend will be taking over that position. Commissioner White made a motion to appoint Nicki Schwend as Canyon County's representative to the SW Idaho RC&D, the motion was seconded by Commissioner Dale with the Board unanimously on the motion (a copy of the letter appointing Ms. Schwend is on file with this day's minute entry). Director Bicak discussed that in an upcoming meeting to consider signing the application for Water Right Permit for Celebration Park he will not be able to attend but wanted to offer the opportunity to the Board to answer any questions they may have in regards to this. Ms. Schwend continued with the monthly meeting and reported on the following topics: several stolen items were recovered by two park technicians at the Deer Flat Wildlife Refuge; now that the snow is gone clean-up is underway; a new compressor was received; sandbags were offered at Lake Lowell Park on January 20<sup>th</sup>; they are in the process of doing interviews for temporary part-time Interpretive Specialists and full-time seasonal Parks Technicians; Lake Lowell Area Bicycle and Pedestrian Access Plan (FLAP Grant); update on the museum construction and the well drilling project; the Black Elk Exhibit Reception was well received and they had a good turnout; May is Idaho Archaeology and Historic Preservation month; DStretch technology; they are hoping to host Dr. Jon Harman over Memorial Day weekend and Desert Studies Institute (A copy of this

presentation is on file with this day's minute entry). Commissioner Dale asked about our position on the wildlife refuge, he feels we need to be prepared to defend our territory so the people have access to this lake. He understands there was to be a survey last year done on the Grebes and wondered whether that happened. Director Bicak has made multiple requests for a copy of the Grebe study but hasn't received anything yet but will ask again. He finds that anytime there is a change in plans at the refuge it's done informally and is not written, he's just informed of the way it will be and documents the conversation and forwards the information to the Board. Commissioner Dale would like to identify a time, possibly in April, to go over and talk with the National Wildlife Refuge in Portland. He wants to keep the pressure on and request any data they have from any studies that have been done. The 'no wake zones' and 'exclusion zones' are to protect the Grebe population but there haven't been any studies done on what boats do to the Grebes or how many Grebes are in Lake Lowell and wants to fight any more restrictions on the lake. Director Bicak explained that he's worked with Facilities to get some window locks on the museum windows but the ones that were chosen aren't working. The windows don't close and he would like every lock keyed the same so that they can't be opened by kids, right now they have 15 different keys. Also, the lock that was chosen was physically wrong because if you push the window the lock will snap and breaks off. He's found a new lock he'd like to order, they're \$7.00 and he'll need 15, he would like to just buy the locks and have park staff install them. The Board has approved this purchase and is okay with him moving forward. In addition to the new window locks he would also like to purchase two new keyless locks as he already owns two; they would be installed on the exhibit hall, the visitor center, the shop at Celebration Park and the office at Lake Lowell. Right now every employee is given a key that opens all the buildings but sometimes the keys are lost, stolen or an employee leaves without notice so it's become troublesome having keys out that are unaccounted for. Commissioner Dale is okay with the keyless being purchased as long as once wireless access is available they'll be able to be retrofitted to work with the wireless, Director Bicak said he would look into that and keep the Board updated. The meeting concluded at 3:15 p.m. An audio recording is on file in the Commissioners' Office.

**SECOND DAY OF THE FEBRUARY TERM, A.D., 2017**  
**CALDWELL, IDAHO FEBRUARY 14, 2017**

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

**APPROVED SALARY RATE REQUEST**

The Board approved a salary rate request for Randy Layne Jones.

**APPROVED PURCHASE ORDER**

The Board approved the following purchase order(s):

- L&W Supply in the amount of 1077.13 for the Facilities Department
- Delta Fire Systems in the amount of \$1285.00 for the Facilities Department
- Caldwell Glass in the amount of \$2059.34 for the Facilities Department
- D&A Door & Specialties in the amount of \$1248.00 for the Facilities Department
- Overhead Door in the amount of \$5000.00 for the Facilities Department

#### APPROVED CLAIMS ORDER NO. 2-24-17

The Board of Commissioners approved payment of County claims in the amount of \$57,128.18, \$82,357.23, \$137,864.87 for accounts payable.

#### APPROVED NOVEMBER 2016 TERM COMMISSIONER PROCEEDINGS AND SYNOPSIS

The Minutes of the Fiscal Term of November 2016 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.

#### BIWEEKLY MEETING WITH THE HUMAN RESOURCES DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION

The Board met today at 8:50 a.m. for a biweekly meeting with the Human Resources Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Mike Porter, Deputy P.A. Zach Wesley, Controller Zach Wagoner, HR Director Sue Baumgart, Fair Director Diana Sinner, Facilities Director Paul Navarro (left at 8:57 a.m.) and Deputy Clerk Jenen Ross.

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

*Note for the record: As properly noticed the Board met today at 8:50 a.m. for a biweekly meeting with the Human Resources Director to discuss general issues, set policy and give direction. A request was made to go into Executive Session to discuss a personnel matter, records exempt from public disclosure, communicate with legal counsel regarding pending/imminently likely litigation, attorney-client communication and communicate with risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:*

Commissioner Rule made a motion to go into Executive Session at 8:51 a.m. pursuant to Idaho Code, Section 74-206 (1) (b) (d) (f) and (i). The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, Dale and White voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Mike Porter, Deputy P.A. Zach Wesley, Controller Zach Wagoner, HR Director Sue Baumgart, Fair Director Diana Sinner, Facilities Director Paul Navarro (left at 8:57 a.m.) and Deputy Clerk Jenen Ross. The Executive Session concluded at 9:59 a.m. with no decision being called for in open session.

The meeting concluded at 10:00 a.m. An audio recording is available in the Commissioners' Office of the open portion of the meeting.

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

The Board met today at 10:01 a.m. for a biweekly meeting with the Interim Fair Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Interim Fair Director Diana Sinner and Deputy Clerk Jenen Ross. Ms. Sinner reported on the following items: headlining entertainment for the fair has been booked for Thursday, Friday and Saturday including the opening acts; signed contracts are still being worked on. Food concession applications have been sent out and are due back in March, Commercial vendor applications have been sent out and are due back in May. She has been working on the exhibitor guide changes for 4H and open class, that document is published the beginning of May and distributed mid-May; it contains all the show schedules, rules and class listings. Ms. Sinner will meet with Paul Navarro and Zach Wagoner tomorrow to review fair building expenses. They are already getting inquiries regarding building rental for 2018 – 2020 and is wondering if blocks of time should be marked out when the building isn't rented so that the facilities department will have access and be able to make improvements. Commissioner Dale said to work with Mr. Navarro to identify what needs to be done and go from there. She will be meeting with the PA's office to review the contracts from last year and then whatever is in the works for this year and will continue meeting with the extension office regarding this year's fair and potential changes for next year. Commissioner Dale asked if the email situation had been worked out and Ms. Sinner indicated that emails being sent to Rosalie Cope's address are now being forwarded to her. The Board instructed that if she has any questions or needs help getting into Ms. Cope's computer to work with IT to obtain what she's looking for. There is a meeting scheduled for the 21<sup>st</sup> with the City of Caldwell to discuss the future of the fair. The meeting concluded at 10:12 a.m. An audio recording is on file in the Commissioners' Office.

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



The Board met today at 10:33 a.m. for a weekly meeting with the Directors of Facilities and IT to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Facilities Director Paul Navarro, Director of IT Greg Rast, Assistant Director of IT Eric Jensen and Deputy Clerk Jenen Ross. Director Navarro reported on the following items: update on Pod 5: the hardening material is on its way and his department is doing some prep work in the meantime; materials for the kitchen lid have been ordered and should be arriving by the end of this week. They've met with the Sheriff and his staff and they've requested that just the lid be installed at this time but they may need to revisit the subject at a later time. The door for the kitchen is done, he originally wanted to put a continuous hinge on there but were unable to because of the way the door sits in a canvass frame, you have to have 3-4 inches on each side and that space just isn't available, however, stronger hinges were installed. With regard to the lid for the rec yard: he is headed to Jerome County tomorrow with Houston Bugatsch Architects (HBA) and Performance Engineers to meet with Sheriff McFall; they will work to get pictures and dimensions of the fencing material that has been offered by Jerome County. Director Navarro is working with Sam Laugheed to put the remainder of the fencing project out for bid. He explained that we have final drawings and that he met last Tuesday with the Sheriff's command staff and Chief Dashiell and that they have a design which the architect is putting on paper so it can be submitted as part of the SUP hearing and the neighborhood meeting. He has filed for the SUP with the city and is on the March 6 agenda for the city council meeting and then will have a neighborhood meeting for property owners within 300 feet of the jail, which will take place on February 23 at 7:00 pm. Commissioner Dale feels the presenter at these meetings should be someone from the Sheriff's staff or Mr. Navarro. An update was given on the fairgrounds; there has been a lot of clean up over the last week, they've cleaned up the front of the property and done a lot of landscaping and are gathering estimates on immediate needs and determining what can be delayed. The building needs a lot of TLC, there is a lot of painting that needs to occur and he thinks he may be able to work with some Eagle Scout troops to help with some of that. In general the building is deteriorating, there are gutter issues and water is coming into the building. The priority right now is determining what can be done before the fair this year and what large capital improvements can be budgeted for in FY2018. He has obtained a copy of the budget for the fair and there is approximately \$55K available between ground and building supplies and then another line for stall repair and maintenance for \$7000. He is meeting with Diana Sinner and Zach Wagoner to identify immediate needs can come out of that budget. Mr. Wagoner has told him that it is a fair fund and is not supported by the general fund, the fair is its own taxing entity and he doesn't want to use county general fund money. Mr. Navarro estimates the cost to be between \$90K and \$150K for repairs and maintenance as the building is in severe neglect. The heaters are 35 years old and gas continues to flow out of them, there are water issues and during the spring there can be up to 1.5 inches of water in the restrooms or the office downstairs, storm water problems, the equipment is in pretty good shape but there are some long-term items that need to be addressed that are in pretty bad shape. He will work with Mr. Wagoner on budget numbers and report back to the Board. Director Rast reported on the following topics: beginning in March the print shop will be locked during the day and only employees with a badge will have access. He is continuing to work with the City of Caldwell and legal to line out the

liabilities and responsibilities regarding the MOU for use of the dark fiber at the Caldwell Airport. There is a meeting tomorrow with the Ambulance District to discuss them coming under the county IT services, they are not getting great support thru the consultant they're currently using causing ambulances and connectivity to be down for days at a time because a technician can't make it out. Director Rast is working with Zach Wagoner to evaluate what the charge back for this service would look like. Commissioner Dale asked if this would require extra staff for the IT Department, Director Rast indicated it would require the addition of 2 more staff to support the Ambulance District. He is looking at a 70/30 split with 70% of the time allocated to the ambulance district, 30% Canyon County use. Additionally, IT will soon be taking over the Waste Works system at the landfill, Waste Works is how payments are accepted, the scales, credit card processing. Right now currently 20% of the annual landfill revenue is paid back to the county and he is hoping some of that will offset hiring an addition person. Commissioner Rule instructed Mr. Rast not to be afraid to ask for the 20% to be increased to 22% or 24%. Idaho Tower came out yesterday to do the line of site testing, they tested out by fleet, the landfill and parks; we're now just waiting for their proposal. They'll provide information on how high they need to go and also any requirements or recommendation. Parks is posing a problem with all the trees so they've asked Idaho Tower to give options. The Enterprise fund will pay for the towers from parks to landfill. The employee portal is being rolled out and will be a service site for HR, fleet, facilities, IT and auditing. The evaluation tool deadline is March 1, they are going thru final testing with HR right now. Audio in the super courtroom has been completed and described as "50,000 times better" and are now going to bring in a video expert to look at video capabilities. The estimated timeline for completion is one courtroom per week, hopefully to be completed by March 14. Commissioner Dale asked about card locks at the parks offices, Director Navarro explained that it's a huge time drain for his employee to run out to Celebration Park or the Lake Lowell office every time an employee is added or deleted, there is only one person who has access to the database and can add or delete employees from the system; but explained that creating PIN's can be done easily but a badge is more involved. The Board also asked about creating individualized PIN's for the BOCC and staff for the office doors, Mr. Navarro will have John Blight get in contact with the office to get those number created. The meeting concluded at 11:05 a.m. An audio recording is on file in the Commissioners' Office.

**THIRD DAY OF THE FEBRUARY TERM, A.D., 2017  
CALDWELL, IDAHO FEBRUARY 15, 2017**

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

**APPROVED CLAIMS ORDER NO. 1710**

The Board approved payment of County claims in the amount of \$1,528,159.52 for payroll.

### CONSIDER INDIGENT DECISIONS

The Board met today at 1:16 p.m. to consider indigent decisions. Present were: Commissioners Tom Dale and Steve Rule, Hearing Specialist Michelle Kidd and Deputy Clerk Jenen Ross. Ms. Kidd presented the following cases as initial denials as they do not meet the criteria for approval: Case Nos. 2017-0466, 2017-0450, 2017-0411, 2017-0429, 2017-0549, 2017-0463 and 2017-0594; Commissioner Rule made a motion to move forward with the initial denials as read into the record, Commissioner Dale seconded the motion with the Board voting unanimously on the motion. Case No. 2017-491 for cremation was recommended to be taken under advisement with a final decision to be issued within 30 days, Commissioner Rule made a motion to take the case under advisement and Commissioner Dale seconded the motion with the Board voting unanimously on the motion. The meeting concluded at 1:19 a.m. An audio recording is on file in the Commissioners' Office.

### EXECUTIVE SESSION – PERSONNEL MATTER, RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, AND COMMUNICATE WITH RISK MANAGER REGARDING POTENTIAL LIKELY CLAIMS

*Note for the record: As properly noticed the Board met today at 1:33 p.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter, records exempt from public disclosure and attorney-client communication, and to communicate with the County's risk manager regarding potential claims. The Executive Session was held as follows:*

Commissioner White made a motion to go into Executive Session at 1:34 p.m. pursuant to Idaho Code, Section 74-206(1) (b), (d) and (i). The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White, and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley, PIO Joe Decker, and Deputy Clerk Monica Reeves. Mr. Decker left at 1:47 p.m. The Executive Session concluded at 2:13 p.m. with no decision being called for in open session.

### MEETING TO DISCUSS AMBULANCE DISTRICT IT SERVICES

The Board met today at 2:14 p.m. regarding a request by the Canyon County Ambulance District for IT services. Present were: Commissioners Tom Dale, Pam White and Steve Rule,

IT Director Greg Rast, Ambulance District Director Robb Hickey, Steve Platos from the Ambulance District, and Deputy Clerk Monica Reeves. Director Hickey has had discussions with Director Rast regarding their IT needs, and although he is happy with their current contracted provider they do not have the depth or the response the district needs. Director Rast said the district's current provider is a good company, but they are not taking care of the needs. He discussed this with the Controller and they are thinking of four options:

- 1) Leave it as-is
- 2) The County takes on the district as a service, but that's not really an option
- 3) Do a charge-back model per hour
- 4) Do a lump transfer back to the County for services on a fiscal basis

He submitted a spreadsheet with the lump transfer recommendation which will take two IT staff and 70% of the time to allocate to them for redundancy and depth and on-call needs. (70% for the district and 30% for the County.) The big picture cost is \$198,806, which includes on-call, benefits and salary for EMS System Administrator (Network Architect) and an EMS Network Technician (Lead Technical Services). The County salary responsibility is \$59,641, with a chargeback amount of \$154,867. Commissioner Rule said this is speculative, and it's difficult for Director Rast to see what the true program will entail. He asked if they would consider a time and materials approach the first year. He also said perhaps we should look at other options. Director Rast said the ambulance administrative building is a stone's throw away from the DMV building and we could extend the core network to the building. He said the Board trusts him to run the IT Department and this is the proposal. He has vetted it through the Controller and he likes the chargeback with a guaranteed 70%. Commissioner White asked if it can be looked at on a yearly budget cycle with the understanding there is the flexibility in both budgets for increases or decreases. Director Rast said there will be an annual review; the Board is getting the worst case scenarios on salary and that's why he added on-call with benefits. The scalability with 70/30 is a moving target which means they can track the time and if it slides to 85/15 then they'll charge 85% on the next budget cycle, but that is worst case. He said there will be an MOU between the two entities and it would be reviewed every year. With regard to the current provider, Commissioner Dale said it sounds like they need assistance now and he said they should do this in the most efficient way possible. Director Rast said the County will not assume any responsibility for hardware, this is strictly labor, not material. IT would do the labor and the work, so instead of paying the third party the District will pay the County. He feels very comfortable with the proposal and the only thing he'd ask is to just getting it done (May 1) and making sure we have a target date and then we prorate from May 1 and see what that looks like. We have to get the connection to the district office before we cancel their existing contract. Director Hickey said conduit is the fiber optic is not there. Commissioner Rule asked Director Hickey to schedule another meeting with the Board and bring an inventory map of their sites, how many staff operate out of each site, and how many vehicles are at each. Commissioner Dale said it sounds like we are onboard so they should bring back a proposal. The meeting concluded at 2:38 p.m. An audio recording is on file in the Commissioners' Office.

## CONSIDER SIGNING APPLICATION FOR WATER RIGHT PERMIT FOR CELEBRATION PARK

The Board met today at 2:39 p.m. consider signing an application for a water right permit for Celebration Park. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, and Deputy Clerk Monica Reeves. David Eames said there is a new building at the park and they have been going through a process to get a new well at that site. They met with DEQ and one of things that needs to be done is apply for a water right permit. The application has been completed by Carl Geiger from Focus Engineering. Commissioner Rule said there is a line about the proposal for a new dam, but it's confusing to have it on the document. Mr. Eames said that was typed on the pre-existing application and the engineer checked "No" after it and filled in "N/A" on the blank spots. He thinks it's clear that it's just for the well. There is a \$100 application fee. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the application to appropriate public waters of the State of Idaho. Mr. Eames said they're not sure we'll need the water right approval but we have to apply anyway and the State will determine that based on how much water usage went through there. DEQ still has to do their final approval. There is a concern they could make the County re-drill the other well that's located by the main office at Celebration Park, but if they do we will fight it. There were a couple things the engineer said we would be fine doing by putting in a backflow and a couple of other things at a minimal cost; he doesn't think we will have to fix something that isn't broken, but we have to wait for final approval. At that point we will go through the procurement process. The meeting concluded at 2:46 p.m. An audio recording is on file in the Commissioners' Office.

## **FOURTH DAY OF THE FEBRUARY TERM, A.D., 2017 CALDWELL, IDAHO FEBRUARY 16, 2017**

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

## APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Overhead Door Company in the amount of \$21,500.00 for the Facilities Department
- R&H Wholesale Supply in the amount of \$2,032.00 for the Facilities Department
- Western Building Supply in the amount of \$4,993.89 for the Facilities Department
- Canyon Truck Upfitters in the amount of \$7,495.86 for the Fleet Department
- Dell in the amount of \$3,165.49 for the Information Technology Department

## APPROVE COMMUTER VEHICLE AUTHORIZATION FORM

The Board approved commuter vehicle authorization forms for Sheriff's Office employees Amanda Messenger and Adeline Lustig.

#### CONSIDER AN INDIGENT DECISION FOR CASE NO. 2017-491

The Board met today at 9:04 a.m. to consider an indigent decision. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Interview Specialist Kellie George, and Deputy Clerk Monica Reeves. Director Baker said Case No. 2017-491 was brought to the Board yesterday and it was initially denied, but after discussions with the Prosecutor's Office it appears the Board took it under advisement for approval. She wasn't here yesterday so she wasn't certain of the details that were given to the Board, but she said there is an appeal requesting payment of \$1,625 for cremation, however, the County's resolution only allows up to \$1,000 for assistance. Director Baker presented the Board with the actual decision for signature for Case No. 2017-491. The proceeding concluded at 9:06 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-0083

The Board met today at 9:11 a.m. to conduct a medical indigency hearing for Case No. 2017-0083. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, the applicant, Kelly Hobza from St. Luke's Regional Medical Center, Attorney Mark Peterson, Interview Specialist Kellie George, Interview Specialist Kelsee Hale, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to take the case under advisement for final approval to be rendered in 30 days. The hearing concluded at 9:21 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-1206

The Board met today at 9:26 a.m. to conduct a medical indigency hearing for Case No. 2016-1206. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, the applicant, the applicant's father, Flyer Seabrook from St. Luke's Regional Medical Center, Attorney Mark Peterson, Interview Specialist Kellie George, Interview Specialist Kelsee Hale, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to take the case under advisement for final approval to be rendered in 30 days. The hearing concluded at 9:32 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NOS. 2016-1099 AND 2016-1289

The Board met today at 9:35 a.m. to conduct a medical indigency hearing for Case Nos. 2016-1099 and 2016-1289. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, Cassie Caciopo from Saint Alphonsus Regional Medical Center, Attorney Bryan Nickels, Interview Specialist Kellie George, Interview Specialist Kelsee Hale, and Deputy Clerk Monica Reeves. The applicant did not appear for this hearing. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to take the case under advisement for final approval to be rendered in 30 days. The hearing concluded at 9:41 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-1722

The Board met today at 9:44 a.m. to conduct a medical indigency hearing for Case No. 2016-1722. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, the applicant, the applicant's girlfriend, Kelly Hobza from St. Luke's Regional Medical Center, Attorney Mark Peterson, Interview Specialist Kellie George, Interview Specialist Kelsee Hale, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to take the case under advisement for final approval to be rendered in 30 days. The hearing concluded at 9:56 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NOS. 2016-0697 AND 2016-0696

The Board met today at 10:00 a.m. to conduct a medical indigency hearing for Case Nos. 2016-0697 and 2016-0696. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, the applicants, the applicants' mother, Attorney Rick Tuha, Timothy Ryan from Saint Alphonsus Regional Medical Center, Attorney Bryan Nickels, Interview Specialist Kellie George, Interview Specialist Kelsee Hale, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to take the case No. 2016-0697 under advisement for final denial to be rendered in 30 days. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to place Case No. 2016-0696 in suspension. The hearing concluded at 10:11 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NOS. 2016-0746 AND 2016-0745

The Board met today at 10:12 a.m. to conduct a medical indigency hearing for Case Nos. 2016-0746 and 2016-0745. Present were: Commissioners Tom Dale, Pam White and Steve

Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, Timothy Ryan from Saint Alphonsus Regional Medical Center, Attorney Bryan Nickels, Interview Specialist Kellie George, Interview Specialist Kelsee Hale, and Deputy Clerk Monica Reeves. The applicant did not appear for the hearing. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to take Case No. 2016-0746 under advisement for final denial to be rendered in 30 days. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to take Case No. 2016-0745 under advisement for final approval to be rendered in 30 days. The hearing concluded at 10:19 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-1657

The Board met today at 10:25 a.m. to conduct a medical indigency hearing for Case No. 2016-1657. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, the applicant, the applicant's mother, Interview Specialist Kellie George, Interview Specialist Kelsee Hale, and Deputy Clerk Monica Reeves. The hospital representative did not appear for the hearing. Commissioner Rule made a motion to deny the case and issue a written decision within 30 days. The motion was seconded by Commissioner Dale. Commissioner White was opposed to the motion to deny. The motion carried by two-to-one split vote with Commissioner White casting the only dissenting vote. The hearing concluded at 10:37 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY MATTERS

The Board met today at 10:44 a.m. to consider medical indigency matters. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, Interview Specialist Kellie George, Interview Specialist Kelsee Hale, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to continue Case No. 2016-1705 to May 18, 2017 and Case No. 2016-1710 to March 9, 2017. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to take the following cases under advisement for final approval within 30 days: Case Nos. 2017-30, 2016-1559, 2016-1704, and 2016-925. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to place Case No. 2017-243 in suspension pending final outcome of the outstanding resource. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to take the following cases under advisement with the final decision denying the case to be rendered within 30 days: Case Nos. 2017-177, 2016-1714, 2016-1517, 2017-36 and 2017-94. The meeting concluded at 10:48 a.m. An audio recording is on file in the Commissioners' Office.



LEGAL STAFF UPDATE AND CONSIDER SIGNING RESOLUTION OF THE CANYON COUNTY BOARD OF COMMISSIONERS DESIGNATING SURPLUS PERSONAL PROPERTY WITH NOMINAL VALUE

The Board met today at 11:03 a.m. for a legal staff update and to consider signing a resolution of the Canyon County Board of Commissioners designating surplus personal property with nominal value. Present were: Commissioners Tom Dale, Pam White and Steve Rule, IT Director Greg Rast, Chief Deputy P.A. Sam Laugheed, Deputy P.A. David Eames and Deputy Clerk Jenen Ross. Mr. Laugheed explained that Assessor Kuehn will resign at the end of the month and it has been the practice of the county that when an elected official leaves the county will allow them to keep their county issued phone if it is below a certain value. Director Rast said they've run Assessor Kuehn's phone, a Samsung Galaxy S7, thru their online appraisal system and the phone is valued at \$155. This resolution memorialized that value and makes a record of who it belonged to and that if it were not granted to Assessor Kuehn it would simply be destroyed or repurposed to no real value. Director Rast explained that they will clean up the phone before it is turned over to Assessor Kuehn and help him port the number onto his personal account at his own cost. Commissioner Rule made a motion to sign the resolution designating surplus personal property with nominal value, the motion was seconded by Commissioner White. A roll call vote was taken with the Board voting unanimously to sign the resolution (See Resolution No. 17-029). Mr. Eames continued with the legal staff update stating that a while back a safe driving course was discussed. The course that was proposed is thru ICRMP and is no cost to the county; the training is specifically geared toward speeding but ICRMP has approximately 8-10 different programs that rotate each year. Mr. Eames doesn't feel its sufficient driving training and doesn't cover multiple safety issues. In addition to the online training, the training courses also require two in-person classes. Commissioner Dale indicated that ICRMP offers several safety training courses called ICRMP University and feels it needs to be considered as it offers a 5% discount. The offset to the discount would be the cost of employee time; this was discussed amongst the elected officials a few years ago and at that time it they decided against the trainings. Mr. Laugheed pointed out that there are two different issues here, the first being the driving claims and the second being workplace safety. He indicated that most of the driving claims are associated with the Sheriff's Office just due to the nature of the job and workplace injury claims are tracked thru HR and eventually turn into workman's comp claims. At this point the Board is not ready to move on any of the driving training courses but Commissioner Dale suggested we determine our points of weakness and specifically address those. Mr. Laugheed agreed and stated that HR and IT have several training courses that are rolled out regularly and that Director Tolman and the fleet department may be able to create driving related courses that specifically address the needs of the county and integrated into the new employee portal. The meeting concluded at 11:17 a.m. A recoding of the meeting is on file in the Commissioners' Office.

**FIFTH DAY OF THE FEBRUARY TERM, A.D., 2017**

**CALDWELL, IDAHO FEBRUARY 17, 2017**

**PRESENT: Commissioner Tom Dale, Chairman  
Commissioner Steven J. Rule  
Deputy Clerk Monica Reeves / Jenen Ross**

**APPROVED PURCHASE ORDER**

The Board approved the following purchase order(s):

- Northwest Service Technologies in the amount of \$3,190.00 for the Facilities Department
- Hyland Software in the amount of \$3,000.00 for the Information Technologies Department
- Henriksen Butler Design in the amount of \$2,708.95 for the Information Technologies Department
- Netwrix in the amount of \$22,074.00

**APPROVED SALARY RATE AND ACCESS CONTROL REQUEST**

The Board approved a salary rate and access control request for Scott Hagen, Deputy Public Defender II.

**LEGAL STAFF UPDATE, AND CONSIDER SIGNING A RESOLUTION TO ISSUE A REFUND TO TRUDY WEBB FOR AN ADMINISTRATIVE DECISION AND A RESOLUTION TO APPOINT ELIZABETH MAMER TO THE CANYON COUNTY MOSQUITO ABATEMENT DISTRICT BOARD OF TRUSTEES**

The Board met today at 9:00 a.m. for a legal staff update and to consider signing a resolution issue a refund to Trudy Webb for an administrative decision, and a resolution to appoint Elizabeth Mamer to the Canyon County Mosquito Abatement District Board of Trustees. Present were: Commissioners Tom Dale and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, DSD Director Tricia Nilsson, Deputy P.A. Mike Porter, Sheriff Kieran Donahue, Chief Deputy Sheriff Marv Dashiell, Facilities Director Paul Navarro, IT Director Greg Rast, Assistant IT Director Eric Jensen, and Deputy Clerk Monica Reeves. Director Nilsson said Trudy Webb paid a fee for a minor re-plat of Lot 7 in Riverfront Estates. The subdivision was approved 9-10 years ago and staff was first alerted there was an issue with Lot 7 when they inquired of a flood plain question, but when Director Nilsson reviewed the plat she found a bigger issue in that it is a common lot and they cannot issue a building permit for it. Staff has been working with them and the only way to remove it is to do a minor re-plat. They have designated a different lot as a common lot so the current state of the subdivision is consistent with the Board's approval. Commissioner Rule questioned the refund because fees are based on staff's time. Director Nilsson said if Ms. Webb had come in with a building permit and

paid \$70 for a zoning review staff would have been denied; it was up to make the building permit issuance clean. She said there hasn't been a lot of work on our end, but there has been a lot on Ms. Webb's end. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to sign the resolution issuing a refund to Trudy Web in the amount of \$550. (See Resolution No. 17-030.) Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to sign the resolution reappointing Elizabeth Mamer to the Canyon County Mosquito Abatement District Board of Trustees. (See Resolution No. 17-031.) As part of the legal staff update, Commissioner Dale said the Board received two tort claims for pothole accidents on the freeway, and he wanted to know if it costs the County for the time the attorneys have to spend on such claims for which the County has no jurisdiction, authority, or liability. Sam Laugheed said the amount of time he spends is pretty negligible because it's easily reviewable on its face that the County has no involvement. There are a number of attorneys in the valley who are under the impression that tort claims have to be filed with the Clerk of the Board even if it doesn't involve the County and so the Prosecutor's Office has tried to correct that in the past and it's proved not worth their time to have that dialog so they just pass the claims on to ICRMP. The Board went into Executive Session as follows:

**EXECUTIVE SESSION – RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS**

Commissioner Rule made a motion to go into Executive Session at 9:07 a.m. pursuant to Idaho Code, Section 74-206(1) (d) and (i) to discuss records exempt from public disclosure and attorney-client communication, and to communicate with the County's risk manager regarding pending/imminently likely claims. The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Rule and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, Sheriff Kieran Donahue, Chief Deputy Sheriff Marv Dashiell, Facilities Director Paul Navarro, IT Director Greg Rast, Assistant IT Director Eric Jensen, and Deputy Clerk Monica Reeves. The Executive Session concluded at 10:07 a.m. with no decision being called for in open session.

An audio recording of the open portion of the discussion is on file in the Commissioners' Office.

**SIXTH DAY OF THE FEBRUARY TERM, A.D., 2017  
CALDWELL, IDAHO FEBRUARY 21, 2017**

**PRESENT: Commissioner Tom Dale, Chairman  
Commissioner Steven J. Rule**

## **Deputy Clerk Monica Reeves / Jenen Ross**

### **APPROVED SALARY RATE AND ACCESS CONTROL REQUEST**

The Board approved a salary rate and access control request for Diana Sinner as the Interim Fair Director.

### **APPROVED PURCHASE ORDERS**

The Board approved the following purchase order(s):

- Caxton in the amount of \$5816.56 for the Trial Court Administrator
- Skyline Silversmiths, LLC in the amount of \$4,520.00 for the County Fair
- E.G. Staats & Co., Inc., in the amount of \$4,850.00

### **APPROVED CLAIMS ORDER NO. 2-24-17**

The Board approved payment of County claims in the amount of \$7,658.64, \$40,206.69, \$113,538.32 and \$111,216.43 for accounts payable.

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

The Board met today at 11:05 a.m. for a weekly meeting with the Directors of Facilities and IT to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Steve Rule, Facilities Director Paul Navarro, IT Director Greg Rast, Assistant IT Director Eric Jensen and Deputy Clerk Jenen Ross. Director Rast gave updates on the following items: At the end of this fiscal year we will be separating our Accela agreement from the City of Caldwell, they will be going to a hosted solution and the county will be going to an in-house written solution. The separation was planned for this past weekend but it didn't go as planned and the upgrade did not take place. They are going back to the drawing board and meeting with the City of Caldwell to see what went wrong and how to move forward. They recently closed out a project for the Sheriff's Office records, a legacy application call Delphi, the application was written 15 years ago and it's being converted over to reports that can be pulled from the database. Line of site between the courthouse and the landfill and the structure were proven good by Idaho Tower, also the line of site between the landfill and Lake Lowell was proven good other than we may need to install a 25 ft. tower at the lake due to the trees and the lake. They've also done a scope at Celebration Park to make sure we can extend from the parks office to the museum and the shop for the dorms back behind. They are working to determine the cost at this point, the landfill will be paid from the Enterprise fund so they'll continue moving forward with that portion and the other locations will need to be vetted to see where budgeting comes in.

The target date to go live with the employee portal is this Friday, or worse case next Friday. He's been working with HR and legal on the new employee procedures; it's in the final stages at HR and he hopes to have it in front of the Board soon for approval so that it can be adopted. Director Navarro updated the Board on the following items: He's met with the Controller and the fair staff and they have identified a list of things that can be done before the fair this year; they will be replacing all the man-doors, roll-up doors, bathroom dispensers, doorknobs and light fixtures and then putting up a new sign at the end of the building that faces 22<sup>nd</sup>; there are 3 Eagle Scout groups that he has lined up to do some painting projects and there is an epoxy floor system that the facilities team will do themselves; he's been in contact with the company that provides the big fans and they are working on a proposal for 3 – 20ft. in diameter fans, these will be installed by the facilities team also although it is going to take some re-working of the electrical panels. Director Navarro met with the Jerome County Sheriff last week to look at their rec yard and lid; worst case scenario there are 360 linear feet of 10-foot chain-link that they have offered. Mr. Navarro reviewed a drawing with the Board of what the Sheriff would like for the fencing around the rec yard and the lid, the Sheriff is asking for 10 feet of chain-link with 2 4-foot automated gates operated from the inside of the tent; he is still trying to design the lid with a chain-link type claw for the top, the downside is that there are 4 trusses that are fabricated but they are not well made and will not pass inspection. He has a plan for the design of those trusses and will try to fabricate those in-house. He has blueprints printed out for the upcoming neighborhood and City Council meetings which will address both the Special Use Permit and the variance for the fence. The Reynobond is being installed and he hopes to have it done Friday and the kitchen lid will be started Monday with completion by Friday. Commissioner Dale said he plans to attend the neighborhood meeting with Mr. Navarro. The meeting concluded at 11:19 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING A RESOLUTION AUTHORIZING PAYMENT OF EXCESS SALE PROCEEDS PURSUANT TO IDAHO CODE §31-808

The Board met today at 2:08 p.m. to consider signing a resolution authorizing payment of excess sale proceeds pursuant to Idaho Code §31-808. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Brad Goodsell, Treasurer Tracie Lloyd, Deputy Treasurer Tonya May, Controller Zach Wagoner, Megan Sullivan-Conrad from Zions Bank, and Deputy Clerk Monica Reeves. The resolution distributes the excess funds from the November 2016 tax sale to parties in interest with the remainder being sent to the State Treasurer as unclaimed property to be distributed pursuant to their procedures. There weren't any objections to the resolution. Megan Sullivan-Conrad, who represents Zions Bank, was here only to observe. Tracie Lloyd said in the past the County had to hold onto the funds for three years and put them in trust waiting for distribution, but this year they will be sent to the State Treasurer and they will follow the unclaimed property procedures. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to sign the resolution authorizing payment of excess sale proceeds pursuant to Idaho Code §31-808. (See Resolution No. 17-032.) The meeting concluded at 2:13 p.m. An audio recording is on file in the Commissioners' Office.

BIWEEKLY MEETING WITH THE DIRECTORS OF MISDEMEANOR PROBATION AND JUVENILE PROBATION TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION

The Board met today at 2:31 p.m. for a biweekly meeting with the Directors of Misdemeanor Probation and Juvenile Probation to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Steve Rule, Chief Juvenile Probation Officer Elda Catalano, Director of Misdemeanor Probation Jeff Breach, Juvenile Probation Electronic Monitoring Officer Everett Taylor, Juvenile Probation Community Service Officer Ross Garven, Juvenile Probation Pre-Sentence Investigator Flor Gaona, Juvenile Probation Intake Officer Angie Martinez, Juvenile Probation Unit Supervisor Leticia Vance and Deputy Clerk Jenen Ross. Ms. Catalano brought several support staff with her who each explained their job responsibilities within Juvenile Probation. Director Breach reported on the following items: there is a domestic violence shareholders meeting coming up on Tuesday and then he'll have a better sense of what the domestic violence court will look like going forward. In March they will be sending one of their probation officers along with Judge Kline and the statewide domestic violence court coordinator over to the 7<sup>th</sup> district to view how they run the domestic violence court, get a sense of their best practices and what it working well for them that Canyon County can apply to the domestic violence court, the Supreme Court will be paying the expenses for this trip; they will be visiting Bingham County, Bonneville County and will also view Bonneville County's high-risk domestic violence court, he believes it will be a good opportunity for the team to see how it's working. The uniform policy has been put in place and so far it's gone pretty well with only a few minor complaints. Lisa Sheehan and Julie Cornell will be attending LSI instructor training this week. Director Breach recently attended a training on risk assessments so when Ms. Sheehan and Ms. Cornell return from training they'll be moving forward to better quality control on risk assessments to make sure they are really being done well across the board. Training will be complete in May when the national instructors will be here to make them certified trainers, they will then be the instructors for this judicial district. The meeting concluded at 2:43 p.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 2:47 p.m. for a biweekly meeting with the Juvenile Detention Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Steve Rule, Director of Juvenile Detention Steve Jett and Deputy Clerk Jenen Ross. Director Jett reported on the following items: they are staying below 30 juveniles in the detention center which is good for programming. Valley County is closing their detention center and have approached Director Jett about housing their kids; Zach Wesley is reviewing the contract that would be put in place for this to happen. The contract would not involve any transportation, it would be housing only. Commissioner Rule fully supports the housing of Valley County juveniles but not any sort of transportation as it is a liability to the county; Director Jett confirmed that they don't transport any kids unless it's an emergency situation. He only anticipates having kids a

couple days a month but may see an increase in juveniles coming from Washington or Gem Counties as they had previously used the Valley County detention center. One county did approach him about a reduced cost and he denied that request due to the cost of programming and he's not willing to just let kids sit in their rooms all day. Zach Wesley is also working on a couple of contracts for PREA audits of the 3B detention center in Bonneville County and the 5C detention center in St. Anthony. He has 3 of his new officers that started in October at POST with several staff members and himself teaching various courses. The garden has started back up and they've been approached by Ariel Agenbroad from the U of I Extension office about Craig Olsen helping Payette County start a garden; Director Jett said he's okay with him going to a meeting or two but not doing the garden for them. Commissioner Rule asked for a written schedule of Payette County's request of Mr. Olsen's time. Mr. Jett testified recently about the Rule of 80 for Juvenile Detention and Juvenile Probation but it failed to get out of committee. He has been approached by ETR (Education, Training and Research) regarding some classes they could do in detention but he has not given them an answer yet. Commissioner Rule asked if he had any building issues, Mr. Jett didn't report any issues. The meeting concluded at 3:00 p.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 3:14 p.m. for a monthly meeting with the Solid Waste Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Steve Rule, Solid Waste Director David Loper and Deputy Clerk Jenen Ross. Director Loper reported on the following items: the manpower of the work release program is a valuable program to the landfill and the community and he will continue to work with the Sheriff in regards to keeping the program running; review of waste amounts, they are down 10.4% from last January and about even for the fiscal year. They are in the process of planning the household hazardous waste event for the spring or early summer, he's been working with Stericycle to coordinate a venue to handle the amount of traffic that comes thru; the Idaho Center is willing to work with the County for the event without charge; tentatively looking at June 11, however it's a Sunday vs. a Saturday. Still in the process of doing the GPS equipment demos, so far 2 different models have been tested. He will work with Brad Goodsell for the bid process once they've narrowed the search; the total cost of the equipment will be approximately \$30 - \$50K and will allow them to get accurate elevations, cut and fill and make sure the gas lines are correct. They will go over to Ada County next week to see how their gas lines are installed and learn their process; they will also be able to see how they handle the bio-solid loads. Director Loper hopes to start receiving the bio-solids in the spring, he's spoken with the consultant and she's worked up an operational plan with strategies and rates. Would really like to do the first round of tier 4 air sampling before the first load is brought in, which will give him an idea if they're close to hitting the limit or pretty far off still; they may look at putting more requirements on the percentage of dryness required before it can be brought to the landfill. Commissioner Dale asked if they've seen a lot of onions come over since the collapse of the onion sheds, Mr. Loper said he's taken a few onions from Canyon County but not much over

the normal amount; he tries to space out the loads being brought in so they don't get too many in one day. He will be attending the Idaho Solid Waste Association Conference in March; it's a local conference that will take place at BSU and he plans to send some of his staff for some industry training. The day before the conference is an operator training which included a field trip where they'll visit the Meridian Transfer Station and then will tour the Pickles Butte Landfill. The windstorm today blew over the portable bull-fences along with about an 80 yard section of the permanent fence so he will be having SILD workers help with the debris clean up. The meeting concluded at 3:34 p.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 3:34 p.m. for a biweekly meeting with the Fleet Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Steve Rule, Fleet Director Mark Tolman and Deputy Clerk Jenen Ross. Director Tolman reported on the following items: New vehicles will be coming in soon so he has some surplus vehicles ready to go out. He presented titles for 8 patrol vehicles, 1 SILD van and one CID vehicle to be signed so the vehicles can be sold on the auction site. A couple years ago they purchased two shipping containers but have never had the opportunity to utilize them as the Public Defender files have been stored in them the entire time, he has asked if he should look into purchasing additional storage containers as he has an entire bay in his shop currently being used for storage. Commissioner Rule suggested sending an email to Paul Navarro and copy the Board to see if something can be worked out to get those containers cleaned out. The meeting concluded at 3:41 p.m. An audio recording is on file in the Commissioners' Office.

**SEVENTH DAY OF THE FEBRUARY TERM, A.D., 2017  
CALDWELL, IDAHO FEBRUARY 22, 2017**

**PRESENT:     Commissioner Tom Dale, Chairman  
                 Commissioner Steven J. Rule  
                 Deputy Clerk Monica Reeves / Jenen Ross**

**APPROVED PURCHASE ORDER**

The Board approved the following purchase order(s):

- Mike's Metal Fab, Inc in the amount of \$2922.00 for the Solid Waste Department

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



The Board met today at 8:27 a.m. for a monthly meeting with the Public Defender to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Steve Rule, Public Defender Tera Harden, Office Administrator Deepak Budwani, Fleet Director Mark Tolman (left at 8:34 a.m.) and Deputy Clerk Jenen Ross. The topics of discussion included the following items: the files being held in the storage containers located on the fleet and maintenance lots were discussed, Ms. Harden explained that her office has no file storage and the files being stored go back to the 1980's. They are in the process of getting all the files scanned and she feels that they can probably consolidate the files into just one storage unit. Director Tolman said that even having one storage container freed up would help immensely. They will look at what they have still stored and will work with crews from the facilities and possibly fleet to help in moving the files around. Ms. Harden feels that this summer she'll have some staff available to help with getting more of the files scanned and out of the containers. Ms. Harden continued with her meeting giving a review and breakdown of her budget, time spent on cases and caseloads; her biggest area of concern is conflict counsel as there have been a lot of cases going to trial which require a significant amount of work, however, she believes they have a couple of other line items they can take from to cover the conflict counsel budget. Her other area of concern is airfare, car rental and education and training, in order for Ms. Harden to stay death penalty qualified she recently had to attend a training in San Diego; the additional benefit of attending the training is that she has the opportunity to meet with experts across the county such as pathologists and a developmental disability psychologist and those individuals will frequently consult on cases at no or very low cost because of this relationship. Last week she was able to send her two newest lawyers to an intensive training in King County at no cost because of the relationships she's created in her work with Gideon's Promise, which is a national defense training organization based out of Atlanta; the training alone would have cost over \$1000 per lawyer but the only cost to the county was for airfare, hotel and food. They've hired a new lawyer who will start on February 27, he has been practicing for the last 13 years in Montana. Asked if there were any questions in regards to the annual report and pointed out that there was an increase of 38.5% in cases from 2015. The biggest change from 2016 to 2017 is that the public defender will be appointed on all juvenile cases. The meeting concluded at 9:08 a.m. An audio recording is on file in the Commissioners' Office.

#### CONSIDER INDIGENT DECISIONS

The Board met today at 9:08 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale and Steve Rule, Director of Indigent Services Yvonne Baker and Deputy Clerk Jenen Ross. Ms. Baker presented the following case numbers that do not meet the criteria for eligibility: 2017-483, 2017-479, 2017-515, 2017-484, 2017-614, 2017-442, 2017-482, 2017-495, 2017-185, 2017-471, 2017-504, 2017-516, 2017-465, 2017-591, 2017-592 and 2017-496. Commissioner Rule made a motion to approve the initial denials for the case numbers as read into the record, Commissioner Dale seconded the motion with the Board voting unanimously on the motion. Upon the motion by Commissioner Rule to issue initial determination of denials and second by Commissioner Dale on the following cases, the Board voted unanimously to issue initial determination denials on the cases as

read into the record: 2016-1701, 2016-1702, 2016-1622, 2016-1611, 2016-865, 2016-1419, 2016-1621 and 2016-1703. The following cases do meet the criteria for eligibility: 2016-662, 2016-454 and 2016-1583, Commissioner Rule made a motion to issue a final approval for the cases as read into the record and Commissioner Dale seconded the motion with the Board voting unanimously on the motion. The following case meets the criteria for eligibility for a burial: case no. 2017-633, Commissioner Rule made a motion to approve the burial decision and Commissioner Dale seconded the motion with the Board voting unanimously on the motion. The meeting concluded at 9:12 a.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE AND CONSIDER SIGNING CANYON COUNTY JAIL RENEWAL APPLICATION FOR MEDICAL PROFESSIONAL LIABILITY INSURANCE

The Board met today at 9:17 a.m. for a legal staff update and consider signing Canyon County Jail renewal application for medical professional liability insurance. Present were: Commissioner Tom Dale and Steve Rule, Deputy P.A. Mike Porter, Jail Captain Daren Ward (left at 9:18) and Deputy Clerk Jenen Ross. Mr. Porter explained that this is a renewal of an application for medical professional liability insurance. The jail runs a medical unit with a doctor and a PA on staff as well as an RN and several LPN's and this is the insurance for that program. Mr. Porter confirmed that there are no legal issues with the document. Commissioner Rule made a motion to sign the Canyon County Jail renewal application for medical professional liability insurance, Commissioner Dale seconded the motion with the Board voting unanimously to sign the agreement (See Agreement No. 17-005). There were no discussion items for the legal staff update. The meeting concluded at 9:19 a.m. An audio recording is on file in the Commissioners' Office.

#### **EIGHTH DAY OF THE FEBRUARY TERM, A.D., 2017 CALDWELL, IDAHO FEBRUARY 23, 2017**

**PRESENT:    Commissioner Tom Dale, Chairman  
                 Commissioner Steven J. Rule  
                 Deputy Clerk Monica Reeves / Jenen Ross**

#### APPROVED PURCHASE ORDERS

The Board approved the following purchase order(s):

- Executrain in the amount of \$1,300.00 for the Information Technology Department

#### MEDICAL INDIGENCY MATTERS

The Board met today at 8:46 a.m. to consider medical indigency matters. Present were: Commissioners Tom Dale and Steve Rule, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, and Deputy Clerk Monica Reeves. Neither the hospital representative nor the applicant appeared for the following cases: Case Nos. 2017-127, 2017-58, 2017-170, 2017-63, 2017-230, and 2017-29. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to take the cases under advisement for a written decision of denial to be issued within 30 days. The proceeding concluded at 8:48 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-233

The Board met today at 9:02 a.m. to conduct a medical indigency hearing for Case No. 2017-233. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, Interview Specialist Kellie George, the applicant, the applicant's son, Attorney Mark Peterson, Kassi Daugherty from St. Luke's Regional Medical Center, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to take it under advisement and issue a written decision for approval within 30 days. The hearing concluded at 9:10 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-1403

The Board met today at 9:17 a.m. to conduct a medical indigency hearing for Case No. 2016-1403. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, Interview Specialist Kellie George, Timothy Ryan from Saint Alphonsus Regional Medical Center, Interpreter Mercedes Lupercio, the applicant, the applicant's daughter, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to take the case under advisement and issue a written decision for denial within 30 days. The hearing concluded at 9:23 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-1406

The Board met today at 9:26 a.m. to conduct a medical indigency hearing for Case No. 2016-1406. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, Interview Specialist Kellie George, Interpreter Mercedes Lupercio, Attorney Bryan Nickels, Cassie Cacciopo from Saint Alphonsus Regional Medical Center, the applicant, the applicant's mother, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to take the case under

advisement and issue a written decision for approval within 30 days. The hearing concluded at 9:34 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-1614

The Board met today at 9:37 a.m. to conduct a medical indigency hearing for Case No. 2016-1614. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, Interview Specialist Kellie George, the applicant, the applicant's sister, Attorney Mark Peterson, Kassi Daugherty from St. Luke's Regional Medical Center, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to take the case under advisement and issue a written decision for approval within 30 days. The hearing concluded at 9:53 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-1221

The Board met today at 9:57 a.m. to conduct a medical indigency hearing for Case No. 2016-1221. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, Interview Specialist Kellie George, the applicant, Attorney Bryan Nickels, Timothy Ryan from Saint Alphonsus Regional Medical Center, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to take the case under advisement and issue a written decision for denial within 30 days. The hearing concluded at 10:02 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-128

The Board met today at 10:05 a.m. to conduct a medical indigency hearing for Case No. 2017-128. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. David Eames, Hearing Specialist Michelle Kidd, Interview Specialist Kellie George, the applicant, Attorney Mark Peterson, Amber Jones from St. Luke's Regional Medical Center, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to continue Case No. 2017-128 to May 18, 2017. The hearing concluded at 10:20 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY MATTERS

The Board met today at 10:25 a.m. to consider medical indigency matters. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. David Eames, Hearing Specialist Michelle Kidd, Interview Specialist Kellie George, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted

unanimously to take the following cases under advisement for a written decision of denial within 30 days: Case Nos. 2017-159, 2017-114, 2017-134, 2017-173, 2016-957, 2017-59, 2017-133, 2016-1310, and 2016-1433. The meeting concluded at 10:27 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION – REGARDING ACQUISITION OF AN INTEREST IN REAL PROPERTY, RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, COMMUNICATE WITH LEGAL COUNSEL REGARDING PENDING/IMMINENTLY LIKELY LITIGATION, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

*Note for the record: As properly noticed the Board met today at 10:38 a.m. for a legal staff update. A request was made to go into Executive Session regarding acquisition of an interest in real property, to discuss records exempt from public disclosure and attorney-client communication, communicate with legal counsel regarding pending/imminently likely litigation, and to communicate with the County's risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:*

Commissioner Rule made a motion to go into Executive Session at 10:39 a.m. pursuant to Idaho Code, Section 74-206(1) (c), (d), (f), and (i). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Rule and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Brad Goodsell, Facilities Director Paul Navarro, and Deputy Clerk Monica Reeves. Director Navarro left at 11:03 a.m. The Executive Session concluded at 11:06 a.m. with no decision being called for in open session.

PUBLIC HEARING TO CONSIDER A REQUEST BY DAN RICHARDS FOR AN APPEAL OF A CONDITIONAL USE PERMIT, CASE NO. PH2016-37

The Board met today at 1:32 p.m. to conduct a public hearing in the matter of Dan Richards' appeal for a Conditional Use Permit, Case No. PH2016-37. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Zach Wesley, DSD Director Tricia Nilsson, DSD Planner Jennifer Almeida, Tina Wilson, Dan Richards, Israelle Henman, and Deputy Clerk Monica Reeves. Jennifer Almeida gave the oral staff report. The applicant has filed an appeal of the P&Z Commission's denial of a C.U.P. to operate a special events facility. The property is located at 2200 Ten Davis Road in Parma. Staff is recommending approval of the request with recommended conditions. Dan Richards testified that he has lived on the property for 12 years and has owned Rocky Mountain Landscape for 25 years and he is hoping this business venture will replace income. There is a covered building that's been on the property for 10 years and he'd like to request the building permit be waived on it since it's been in existence for a decade. Israelle Henman supports the venture because it is her source of personal income and she's put four years of time and energy into it and would like to continue doing it. Tina Wilson, who serves as the director of the Western Alliance for

Economic Development, said she has been working with the applicants after the denial from the P&Z Commission in helping them get their paperwork together. Regarding the building permit issue, she said the building was built 10 years ago for the family to use and they called it their boat house but people started asking to hold events there so a few years ago they decided to set up the business. Director Nilsson said when a structure is built and used for occupancy and there is a change in how they use it they still have to go through the building permit application process and check for a change of occupancy. The building inspector will review it under that specific occupancy class and see what is required; it can be handled administratively. Ms. Wilson said in the application it was discussed about having only one entrance in and out but after further discussion the applicant applied for the development application for the roadway that goes along Sand Hollow Creek, in comparison to the initial application which said they would go in and out on the eastern road. She asked if it is possible for the applicant to loop it now that he has the application in for the development permit. Can they use both roads for the event center? Director Nilsson said there is a driveway that has been used and another driveway to the events center area from the public road that's in the floodplain. They call it a development permit but it is to authorize the development of that roadway in the flood plain which may require special studies to be submitted before we can authorize use of that roadway to comply with FEMA requirements. She said the condition of approval is to make sure all information is in hand before the County can authorize use of the driveway. Until the development permit is approved they cannot use the western driveway. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to close public testimony. Commissioner Rule made a motion to overturn the P&Z Commission's denial of Case No.PH2016-37 and approve a conditional use permit to operate the special events facility on Parcel R3841-012, subject to the conditions of approval. The motion was seconded by Commissioner Dale who said the request is ideal and opens up the opportunity for some employment and use of the ground for generation of income. A roll call vote was taken on the motion with Commissioners Rule and Dale voting in favor. The motion carried unanimously. The hearing concluded at 1:57 p.m. An audio recording is on file in the Commissioners' Office.

#### CONSIDER AGENDA ITEMS FOR FEBRUARY 23, 2017

The Board met today to consider agenda items for February 23, 2017. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Brad Goodsell (left at 2:37 p.m.) Assessor Brian Stender (left at 2:37 p.m.), GIS Land Records Supervisor Sarah Van Dyke (left at 2:37 p.m.), Clerk Chris Yamamoto, Controller Zach Wagoner, Chief Deputy Clerk Drew Maffei, HR Specialist Cindy Lorta and Deputy Clerk Jenen Ross. The Board considered the agenda items as follows:

**Consider signing resolution ratifying GIS data products license agreement with the City of Middleton and resolution ratifying GIS data products license agreement with Black Knight Real Estate Data Solutions, LLC**

Ms. Van Dyke explained that the data is used by several different companies, both public and private and occasionally the companies will want to make small

modifications to the license agreements. Mr. Goodsell said that in the past the Assessor's Office has signed the agreement with the other governmental entity who will be granted access to the data and over time it's developed into an agreement that really only the County Commissioners can bind the county for. He has asked the Board to ratify the two agreements before them today and then going forward the Board will just sign the agreements as an entity comes forward and want to use the date. The City of Middleton is granted access for free, however, they want to share the information with a contractor and that has been addressed in the agreement. The other agreement with Black Knight Real Estate Data Solutions, they will be purchasing the data, in the past they've been prohibited from selling the same data the county is selling to them to make a profit, however, they are allowed to modify the data to make it more useful and then sell the more useful data. Commissioner Rule made a motion to sign the resolutions ratifying GIS data products license agreement with the City of Middleton (See Resolution No. 17-035) and Black Knight Real Estate Data Solutions, LLC (See Resolution No. 17-034), the motion was seconded by Commissioner Dale with the Board voting unanimously to sign the resolutions.

**Consider signing a resolution adopting changes to job descriptions, title and salary of positions in the Elections department**

Mr. Maffei explained that they've been working to do some clean-up of the titles of positions within the elections office and Clerk Yamamoto stated that they are restructuring the entire office, how they do business and the staffing needs. Commissioner Rule made a motion to adopt the changes to job descriptions of two positions and title and salary range of one position in the elections department, one senior customer service specialist, one elections technical specialist and one elections technical administrator, the motion was seconded by Commissioner Dale with the Board voting unanimously to sign the resolution (See Resolution No. 17-033).

The meeting concluded at 2:42 p.m. An audio recording is on file in the Commissioners' Office.

**NINETH DAY OF THE FEBRUARY TERM, A.D., 2017  
CALDWELL, IDAHO FEBRUARY 24, 2017**

**PRESENT:   Commissioner Tom Dale, Chairman  
              Commissioner Steven J. Rule  
              Deputy Clerk Monica Reeves / Jenen Ross**

APPROVED CLAIMS ORDER NO. 3-10-17

The Board of Commissioners approved payment of County claims in the amount of \$44,240.89, \$38,439.54 for accounts payable.

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Global Assets Integrated in the amount of \$1526.37 for the Sheriff's Office

#### APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Rafael Monqueira-Figueira, Joe Dorn, Cory Rowell, Larry O'Dell, Vickie Berry, Jacque Henrickson, Sonya Miller, Deborah Ellis, Megan Thomas, Allie Goeckner and Erin Bostwick.

#### APPROVED DECEMBER TERM COMMISSIONER PROCEEDINGS AND SYNOPSIS

The Minutes of the Fiscal Term of December 2016 were read and approved and found to be a proper record of the proceedings of the Board of Commissioners of Canyon County, Idaho. Also approved was the synopsis for publication. Minutes of the Board of Canyon County Commissioners' meetings are on file in the Commissioners' Office and may be viewed upon request.

#### CONSIDER SIGNING RECREATIONAL BOATING SAFETY FUNDS AGREEMENT

The Board met today at 9:01 a.m. to consider signing a recreational boating safety funds agreement. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. David Eames, Deputy P.A. Mike Porter, Lt. Ben Keyes, and Deputy Clerk Monica Reeves. Lt. Keyes said the funds come from the coast guard to the state who filters it to the counties. Canyon County's amount is \$35,052 and it has to be matched at 50%, which comes from motorboat license fund. The funds will be used for salaries and fuel and possibly buoys and cables. The Prosecutor's Office has reviewed the paperwork. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to approve the recreational boating safety grant and authorize the Chairman to sign the agreement. (See Agreement No. 17-009.) The meeting concluded at 9:04 a.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE

#### LEGAL STAFF UPDATE

The Board met today at 9:07 a.m. for a legal staff update. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Mike Porter, Deputy P.A. David Eames, and Deputy Clerk Monica Reeves. Commissioner Dale referred to correspondence he received from Chief Civil



Deputy P.A. Sam Laugheed regarding Lake Lowell and the Deer Flat National Wildlife Refuge. He said we have an opportunity with President Trump, who has stated an objective in his Presidency to roll back some of the federal regulatory bureaucratic controls that are rampant throughout the nation. This was established by an executive order and it seems an appeal to President Trump to do an executive order to turn over the reserve to the State Fish and Wildlife Service might have a great chance of success. Mike Porter said we have the creation by the Bureau of Reclamation of the reservoir for irrigation purposes and we have the overlying migratory bird section, and if there were subsequent acts by Congress then the regulation would have to be backed out by more than just rescinding an executive order but he doesn't know the answer to that. He said Sam Laugheed is the expert on this subject so he will talk to him about it. Commissioner Rule would like a complete legal review to see if we can make a proposal to see if we can get a U.S. Senator to take it to President Trump. Commissioner Dale would like to ask Governor Otter to get on board and rather than just rescinding the wildlife refuge he'd like an executive order to transfer the ownership to the state. Commissioner Rule would rather it be transferred to Canyon County since we put funds toward it. He doesn't want to give up the water from the Bureau of Reclamation, and he thinks the fish and wildlife service would embrace the idea of managing it. Mr. Porter said they will do some research on whether it's possible through the executive branch of the federal government to return control to the County. The meeting concluded at 9:13 a.m. An audio recording is on file in the Commissioners' Office.

MEETING TO CONSIDER VARIOUS NEW PROPERTY TAX EXEMPTION APPLICATIONS AND RENEWING VARIOUS EXEMPTIONS UNDER CODES: 50-2014, 63-602B, 63-602C, 63-602D, 63-602E AND 63-602GG

The Board met today at 9:34 a.m. to consider various new property tax exemption applications and renewing various exemptions under codes: 50-2014, 63-602B, 63-602C, 63-602D, 63-602E and 63-602GG. Present were: Commissioners Tom Dale and Steve Rule Assessor Brian Stender, Sr. Administrative Specialist Jennifer Loutzenhiser, Chief Deputy Assessor Joe Cox, Controller Zach Wagoner and Deputy Clerk Jenen Ross.

**Urban renewal applications under Idaho Code 50-2014:**

PIN 13322000 0, vacant library building that is now owned by Nampa Urban Renewal  
PIN 13327000 0 parking lot on 10<sup>th</sup> Ave owned by Nampa Urban Renewal  
PIN 04557000 0 property on Main St. across from the Bird Stop owned by Caldwell Urban Renewal

Commissioner Rule made a motion that the property tax exemption application be approved under code 50-2014, Commissioner Dale seconded the motion with the Board voting unanimously to approve the exemptions

**Religious applications under Idaho Code 63-602B:**

PIN 01136000 0 for Apostolic Assembly of Faith in Jesus Christ Inc. – this is a house that is contiguous to the church, it is currently vacant as church use although they were told at one point that it would be remodeled to be turned into classrooms. It appears that the pastor is living in the house. The church is looking for a religious exemption due to the house being used as a parsonage. Commissioner Rule made a motion to approve the exemption under code 63-602B, Commissioner Dale seconded the motion with the Board voting unanimously to approve the exemption.

PIN 30381000 0 for Fellowship Baptist Church Inc. – this is a new church on new property, it was previously a farm house and some ag land. The back 11.5 acres will remain in ag and will be leased to a farmer. The Assessor recommends that the portion of the property that is used by the church for religious purposes be granted the religious exemption and the remainder of the property stay taxable under the ag exemption. Commissioner Rule made a motion to approve the partial exemption under code 63-602B, Commissioner Dale seconded the motion with the Board voting unanimously to approve the exemption.

PIN 78392000 0 for First United Methodist Church – this church has a religious exemption, they have a mobile unit on their property but need additional space for classrooms. The Assessor recommends this property be granted an exemption. Commissioner Rule made a motion to approve the exemption under code 63-602B, Commissioner Dale seconded the motion with the Board voting unanimously to approve the exemption.

PIN 29261011 0 for General Assembly and Church of the First Born Inc. – this church just acquired this property, it was previously owned by another church. The property is almost 3 acres. The previous church had an exemption on the church building and parking and the front half of the property, the back half of the property just sat in weeds and wasn't being used for anything. The religious exemption says that the property be used exclusively for religious purposes. Ms. Loutzenhiser has visited the property and spoken with the pastor and it appears to still be sitting in weeds although the pastor explained they have their previous church location on the market and once that property sells they are going to expand the church, parking lot and do some landscaping in the back. The Assessor's Office recommends that this property be granted an exemption on the front portion of the property and the back half remain taxable. Commissioner Rule made motion to grant the tax exemption under code 63-602B, Commissioner Dale seconded the motion with the Board voting unanimously to approve the exemption.

PIN 14990002 0 for West Valley Baptist Church – the property is owned by the church and has a partial exemption. Half of the building is leased to an automotive shop, however, the automotive shop will be vacating in the spring and then the church will be doing some construction to build classrooms as they've outgrown their current space. They would like to expand their exemption, the Assessor believes by this time next year they will be occupying the full property and will qualify for a full exemption but for this year is recommending no change in exemption. Commissioner Rule made a motion to issue no change in exemption under code 63-602B, Commissioner Dale seconded the motion with the Board voting unanimously for no change in exemption status.

PIN 35797000 0 for Christian Faith Center Assembly of God Inc. – the church purchased this property last year and are now moved in. The Assessor recommends granting the exemption. Commissioner Rule made a motion to grant the exemption under code 63-602B, Commissioner Dale seconded the motion with the Board voting unanimously to approve the exemption.

PIN 31355010 0 for Maranatha Romanian Church of God – they lost their exemption last year due to issues with the mail system and are asking for their religious exemption be reinstated this year. Commissioner Rule made motion to grant the tax exemption under code 63-602B, Commissioner Dale seconded the motion with the Board voting unanimously to approve the exemption.

### **Educational applications under code 63-602E:**

PIN 16862000 0 for Breaking Chains Academy of Development – this property was recently sold but is still being used for educational purposes.

PIN 13034012 0 for Idaho Arts Charter School – they have moved the elementary school over to the old Broadmoor Golf Course giving them two campuses. They are requesting the exemption for the parcel they already have. PIN 64941357 0 for Insight Investments LLC and PIN 64941362 0 for NA Pali Coast Capital LLC – both are companies that lease to the Nampa School District. The Assessor recommends full exemptions for the property that's leased to the schools and then the real property owned by the other two organizations. Commissioner Rule made a motion to grant exemptions for the properties read into the record under code 63-602E, Commissioner Dale seconded the motion with the Board voting unanimously to grant the exemptions.

PINs 31730000 0, 31729010 0, 31728000 0 and 31729000 0 for Mission Aviation Fellowship – they are looking to expand their campus and have purchased some contiguous property. It is currently under development with part of their campus completed. They've provided a site map for reference, the large parcel labeled as 22891000 0 is currently exempt, only the four parcels as listed are being considered. There are only two houses that have been built so far and the roadway in front of the houses has been developed. They've started some berms to get ready for some landscaping but no real landscaping has been done yet. Eventually they will merge all the parcels but at this point they are in two different tags so they're working with the city to get that resolved. While they are in this transition phase the Assessor recommends that an exemption is granted on the bottom part of 31728 for the two house already built and the bottom part of 31729 where the road has been put thru with no exemption on 31730 and 31729101. The portion of 31728 south of the road and a portion of 31729 south of the road that exists will be the section granted an exemption, a motion was made by Commissioner Rule to grant the exemption under code 63-602C with Commissioner Dale seconding the motion and the Board voting unanimously to grant the exemption. Commissioner Rule made a motion regarding parcels 317290010 and 31730000 0 to deny tax exempt status with Commissioner Dale seconding the motion and the Board voting unanimously to deny the exemption.

### **Site improvement applications under code 63-602W:**

Cumberland Subdivision for phase 2 & 3 – there are 4 parcels in phase 2 and 13 parcels in phase 3. Exemptions are based on that the lot hasn't changed ownership and construction has not begun. Once construction begins the exemption will be removed. PINs can be found on a spreadsheet with this day's minute entry. Commissioner Rule made a motion to grant the exemptions under code 63-602W, Commissioner Dale seconded the motion with the Board voting unanimously to grant the exemption.

### **Properties that have been previously granted an exemption and need to be considered for 2017:**

Nampa Development Corp. that fall under the urban renewal exemption 50-2014 – the Assessor recommends no change in exemption. Commissioner Rule made a motion for no change in exemption status under code 50-2014, Commissioner Dale seconded the motion with the Board voting unanimously to not change the exemption status.

Commissioner Rule made a motion for no change in exemption status under code 63-602C, Commissioner Dale seconded the motion with the Board voting unanimously to not change the exemption status on the properties as follows: Caldwell Chapter of the Izaak Walton League of America, Lifeline Crisis Pregnancy Center, Inc., Hands of Hope Northwest Inc.(3 parcels), Boise Rescue Mission Inc.(5 parcels), Caldwell Model Railroad Club & Historical Society Inc., Idaho Youth Ranch (6 parcels), Goodwill, Grand Lodge of ID IOOF Inc., Caldwell Odd Fellow Lodge #10, Idaho Development Housing (9 parcels), Grace Place, Warhawk Air Museum, Inc.(7 parcels), Fraternal Order of Eagles #3691, Advocates Against Family Violence Inc., Lizard Butte Easter Sunrise, Pleasant Ridge Grange #135, The Salvation Army(5 parcels), Nampa Lodge #1389 BPOE, Fleet Reserve Association Branch 382, Witco Inc.(4 parcels), Mt. Moriah Lodge 39 A F AM Inc., Lambda-Chi Chapter of Kappa Sigma House Corp., Canyon County Historical Society Inc., Shep Rock Foundation, Love Inc. of Treasure Valley, Idaho Fish and Wildlife Foundation Inc., Mission Aviation Fellowship (3 parcels), Treasure Valley Transit Inc., American Legion Joseph H Murray Post 18 and Pacific Press Publishing Association.

Commissioner Rule made a motion for no change in exemption status under code 63-602E, Commissioner Dale seconded the motion with the Board voting unanimously to not change the exemption status on the properties as follows: College of Idaho Inc. (26 parcels), Idaho Conference of Seventh Day Adventists Inc. (3 parcels), Vision Charter School Inc. (2 parcels), Canyon Owyhee School Service Agency, Stevens Henager College, Alturas Treasure Valley Crossing LLC, Idaho Arts Charter School (6 parcels), Western Idaho Community Action Programs Inc. (4 parcels), Nampa Christian Schools Inc. (6 parcels), Aspen Creek Partners (4 parcels), Big Sky Investors LLC (2 parcels), Legacy Public Charter School Inc., Victory Charter School, Zion Lutheran School, De Lang Landen Financial Services Inc., Northwest Nazarene University Inc. (9 parcels), Caldwell School Development LLC, Thomas Jefferson Charter School Inc., IDACold LLC, Greenleaf Friends Academy (2 parcels), Liberty

Charter School Inc., Treasure Valley Community College and Vision Charter School Inc. (9 parcels)

**Low income housing applications under code 63-602GG:**

This exemption has a requirement that the tenants cannot be evicted for the inability to pay. In previous years Advocates Against Family Violence has had 13 parcels with individual homes that have been exempted under this code, however, this year the answer given was 'cannot be evicted for 3 months' but it is unclear what happens after the 3 months. Generally an organization works with the tenants to evaluate their income situation and re-work the equation to determine the rent amount. The Assessor's reservation in granting this exemption on the 13 parcels has to do with their earlier statement regarding 'cannot be evicted for 3 months'. The Board suggested that the Assessor's Office get in contact with Kim Deugan from AAFV to discuss their applications and get some clarification. The five properties that do qualify for the exemption are as follows: Idaho Friends Retirement Homes, Inc., Trinity New Hope Inc., Nampa Christian Housing Inc. and Elderly Opportunity Agency Inc. (2 parcels). Commissioner Rule made a motion to grant no change in exemption status under code 63-602GG to the parcels as read into the record, Commissioner Dale seconded the motion with the Board voting unanimously to approve no change in exemption status.

The meeting concluded at 10:02 a.m. An audio recording is on file in the Commissioners' Office.

**CONSIDER SIGNING THE FINAL PLAT FOR JOPLIN VIEW ESTATES SUBDIVISION, CASE NO. PH2016-36**

The Board met today at 10:30 a.m. to consider signing the final plat for Joplin View Estates Subdivision, Case No. 2016-36. Present were: Commissioners Tom Dale and Steve Rule, DSD Planner Jennifer Almeida, Lance Warnick, and Deputy Clerk Monica Reeves. Commissioner Rule recused himself from considering the final plat due to a potential conflict of interest that was raised earlier on in this process. A brief recess was taken so staff could attempt to reach Commissioner Pam White to see if she could call in for this matter. The Board went back on the record at 10:41 a.m. Those present were: Commissioner Dale, Commissioner Pam White (via conference call), Jennifer Almeida, Lance Warnick, and Deputy Clerk Monica Reeves. Ms. Almeida said Joplin View Subdivision consists of four residential lots and is located in a rural residential zone. The applicant has met all required conditions of the preliminary plat, and the final plat is in substantial conformance with the approved preliminary plat. The final plat meets the requirements of the Canyon County Zoning Ordinance and the mylar has been signed by the required signatories. The applicant currently has a bond in place for the irrigation system; and this is the only required subdivision improvement for this project.

There are no internal roads that are required to be constructed as all of the lots have frontage onto Joplin Road. The plat is ready for the Board's signature and staff is recommending approval. Commissioner White asked if this is an appeal of a former decision. Ms. Almeida said it is simply a request for a signature on a final plat; it was not part of an appeal or anything of that nature. The underlying rezone was approved by both the P&Z Commission and the Board. Lance Warnick said the applicants are taking a nine-acre piece and dividing it into four lots and it will take access with the existing roads that are in place. Construction is underway for the irrigation system and will be completed shortly. The bond is in place and everything is ready to go. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to approve the final plat and authorize the chairman to sign the final plat for Joplin View Subdivision. The meeting concluded at 10:44 a.m. An audio recording is on file in the Commissioners' Office.

#### MEETING WITH PUBLIC DEFENDER REGARDING PERSONNEL ISSUES

The Board met today at 3:36 p.m. for a meeting with the Public Defender regarding personnel issues. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Public Defender Tera Harden, and Deputy Clerk Monica Reeves. Ms. Harden has modified the independent contractor agreement for conflict counsel and she will send it to the Prosecutor's Office for review. The biggest change was the removal of the caseload; the Public Defense Commission did not implement caseloads and she didn't feel like it was appropriate to implement them for the contractors, and she removed the maximum billing amount (the caps). Under Idaho Code, Section 19-859, it precludes fixed fee contracts or caps. She added a paragraph regarding outside costs which requires a contractor to seek prior approval from the public defender for all the costs associated with representation (investigators, experts, transcripts, witness fees, trial expense, lodging, etc.) It outlines malpractice insurance as well as premises liability insurance for their offices. At 3:42 p.m., the Board went into Executive Session as follows:

#### EXECUTIVE SESSION – DISCUSS PERSONNEL MATTER AND RISK MANAGEMENT

Commissioner Rule made a motion to go into Executive Session at 3:42 p.m. pursuant to Idaho Code, Section 74-206(1) (b) and (i) to discuss a personnel matter and risk management issues. The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Public Defender Tera Harden, and Deputy Clerk Monica Reeves. Ms. Harden left at 4:10 p.m. The Executive Session concluded at 4:16 p.m. with no decision being called for in open session.

An audio recording of the open portion of the discussion is on file in the Commissioners' Office.

**CONSIDER SIGNING RESOLUTION APPOINTING BRIAN STENDER TO THE OFFICE OF THE CANYON COUNTY ASSESSOR**

The Board met today at 4:17 p.m. to consider a resolution of appointment for Brian Stender to the Office of the Canyon County Assessor. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Assessor Gene Kuehn, Chief Deputy Assessor Joe Cox, Brian Stender, Jennifer Loutzenhiser, Kevin Sorensen, Roger Craig, PIO Joe Decker, and Deputy Clerk Monica Reeves. Commissioner Dale read into the record the letter from Republican Central Committee Chairperson Julie Yamamoto, which stated the Republican Central Committee, by unanimous consent, recommends Brian R. Stender to serve as Canyon County Assessor. Given the years he has worked with Gene Kuehn the committee is confident Mr. Stender will continue to serve with competency and integrity. Commissioner White thanked Gene Kuehn for his years of service noting that he has set a precedence for professionalism and the matters of the Assessor's Office. Commissioner Rule extended his deepest respects to Assessor Kuehn for his 40 years of service, and then he made a motion to sign the resolution to appoint Brian Stender to the Office of the Canyon County Assessor. The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion which carried unanimously. (See Resolution No. 17-036.) The meeting concluded at 4:23 p.m. An audio recording is on file in the Commissioners' Office.

**TENTH DAY OF THE FEBRUARY TERM, A.D., 2016  
CALDWELL, IDAHO FEBRUARY 27, 2017**

Commissioners attended the National Association of Counties Legislative Conference in Washington, DC

**ELEVENTH DAY OF THE FEBRUARY TERM, A.D., 2016  
CALDWELL, IDAHO FEBRUARY 28, 2017**

Commissioners attended the National Association of Counties Legislative Conference in Washington, DC

**TWELFTH DAY OF THE FEBRUARY TERM, A.D., 2016  
CALDWELL, IDAHO MARCH 1, 2017**

Commissioners attended the National Association of Counties Legislative Conference in Washington, DC

**THIRTEENTH DAY OF THE FEBRUARY TERM, A.D., 2016  
CALDWELL, IDAHO MARCH 2, 2017**

Commissioners attended the National Association of Counties Legislative Conference in Washington, DC

**FOURTEENTH DAY OF THE FEBRUARY TERM, A.D., 2016  
CALDWELL, IDAHO MARCH 3, 2017**

**PRESENT: Commissioner Tom Dale, Chairman  
Commissioner Pam White  
Commissioner Steven J. Rule  
Deputy Clerk Monica Reeves / Jenen Ross**

**APPROVED CLAIMS ORDER NO. 1711**

The Board of Commissioners approved payment of County claims in the amount of \$1,453,647.04 for a County payroll.

**APPROVED PURCHASE ORDERS**

The Board approved the following purchase order(s):

- Tek Pipline in the amount of \$1659.14 for the Information Technology Department
- ConvergeOne in the amount of \$21,940.54 for the Information Technology Department
- Barracuda Networks in the amount of \$6752.72 for the Information Technology Department
- ConvergeOne in the amount of \$10,990.00 for the Information Technology Department
- Waxie Sanitary Supply in the amount of \$2400.00 for the Parks Department
- Grizzly Sports in the amount of \$13,050.00 for the Weed Control Department
- Sunshine Window Cleaning in the amount of \$2105.00 for the Facilities Department



- Tyco Structural Enterprises in the amount of \$3590.00 for the Facilities Department
- R&H Wholesale Supply in the amount of \$1315.12 for the Elections Department
- Granger Industrial Supply in the amount of \$1578.39 for the Misdemeanor Probation Department

#### SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for: NS Hospitality Group LLC DBA La Quinta Inn & Suites (See Resolution No. 17-037)

#### APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Norma Hosford, Mikel Hautzinger, Robert Jason Williams, Christina Taillon, Andrew Woolf and Mary Gigray.

#### CONSIDER INDIGENT DECISIONS

The Board met today at 8:49 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Indigent Services Director Yvonne Baker, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to uphold the initial denials for the following cases: Case Nos. 2017-529, 2017-643, 2017-383, 2017-510, 2017-517, 2017-519, 2017-526, 2017-518, 2017-528, 2017-382, 2017-521, 2017-520, 2017-613, 2017-524, and 2017-525. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to initially approve Case No. 2017-642. The meeting concluded at 8:51 a.m. An audio recording is on file in the Commissioners' Office.

#### EXECUTIVE SESSION – PERSONNEL MATTER; ACQUISITION OF AN INTEREST IN REAL PROPERTY; RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION; AND COMMUNICATE WITH LEGAL COUNSEL REGARDING PENDING/IMMINENTLY LIKELY LITIGATION

*Note for the record: As properly noticed the Board met today at 9:01 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter, acquisition of an interest in real property, records exempt from public disclosure and attorney-client communication, and to communicate with legal counsel regarding pending/imminently likely litigation. The Executive Session was held as follows:*

Commissioner White made a motion to go into Executive Session at 9:02 a.m. pursuant to Idaho Code, Section 74-206(1) (b), (c), (d) and (f). The motion was seconded by

Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. HR Director Sue Baumgart arrived at 9:03 a.m., and left at 9:24 a.m. Sheriff Kieran Donahue, Chief Deputy Sheriff Marv Dashiell, Captain Daren Ward, and Facilities Director Paul Navarro arrived at 9:24 a.m. Sheriff Donahue, Chief Dashiell and Captain Ward left at 9:38 a.m. The Executive Session concluded at 9:48 a.m. with no decision being called for in open session.

#### CONSIDER SIGNING SPRING 2017 CANYON COUNTY JAIL NEEDS ANALYSIS WITH CARTER GOBLE

The Board met today at 9:48 a.m. to consider signing the Spring 2017 Canyon County Jail Needs Analysis with Carter Goble. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, Sheriff Kieran Donahue, Chief Deputy Sheriff Marv Dashiell, Captain Daren Ward, Facilities Director Paul Navarro, and Deputy Clerk Monica Reeves. Sam Laugheed presented the Board with the final signed version of the independent contract agreement with Carter Goble Companies, LLC. The attached scope of work, which has been reviewed by the Board and the other elected officials, has been fine-tuned since the original version in response to our needs. The cost is a fixed fee of \$144,906 and it includes travel and out-of-pocket costs, and they'll be coming here at least three times including assistance with public education. They suggest it will take four months to complete. In response to Commissioner White's questions about additional fees, Mr. Laugheed said if we develop other items during the course of their review we could argue that anything we come up with is already covered by the scope of work and failing that we would renegotiate. He is confident we will get a work product out of the scope of work that meets the need that we perceive right now. Additional work would be negotiated. Commissioner Dale said we need to be able to move forward with a comprehensive and complete set of information to present to the public to get their buy-in on this. Sheriff Donahue said any additional work would be at our request. Commissioner Rule said this is a waste of tax dollars because we know we need jail space and we know how many beds we need and if we don't we can come within 10% pretty easily and he doesn't need to pay Carter Goble Lee \$144,000 to tell us that. He said there is expertise we've contracted with who can do conceptual designs; we don't need Carter Goble Lee to do that necessarily. Lombard Conrad did a fine set of plans and if it's not big enough hire them to do another one, and regarding a cost analysis, he said Director Navarro can tell us within \$4-\$5 per square foot of what the cost will be. He said the only thing we need is a public education plan, but we don't need the other because we have enough history, experience, and two sets of plans. Commissioner Dale said in order to get projects approved by the public you have to have the expert analysis and when you provide the proper information and educational background for a project the public can understand it much better. This is Step 1 to get this project done

and to have a comprehensive analysis done by an outside neutral party – which has never been done – for the jail. Director Navarro asked if it includes an analysis on the old jail, the 1948 jail annex, and the Pod 5 structure. Mr. Laugheed said we have referred to the whole thing as the jail facility but potential reuses of the jail facility will be considered to reduce the amount of space required in a new facility. It is not an architectural analysis but a space analysis. Commissioner White said Carter Goble Lee has access to that information so it should make it easier for them, and it makes all of it, the Highway 20-26 property and the jail expansion at the campus site, important to what we're doing. Commissioner White made a motion to sign the Spring 2017 Canyon County Jail Needs Analysis with Carter Goble Lee. The motion was seconded by Commissioner Dale. A roll call vote was taken with Commissioners White and Dale voting in favor and Commissioner Rule voting in opposition. The motion carried by a two-to-one split vote with Commissioner Rule casting the only dissenting vote. (See Agreement No. 17-007.) The meeting concluded at 10:00 a.m. An audio recording is on file in the Commissioners' Office.

#### CONSIDER SIGNING A RESOLUTION TO APPROVE THE ADDITION OF ONE POSITION IN THE IT DEPARTMENT

The Board met today at 10:34 a.m. to consider signing a resolution to approve the addition of one position in the IT department. Present were: Commissioners Tom Dale, Pam White and Steve Rule, IT Director Greg Rast, Assistant Director of IT Eric Jensen, HR Generalist Jennifer Allen, Business Manager Caitlin Pendell, Director of Facilities Paul Navarro arrived at 10:39 a.m. and Deputy Clerk Jenen Ross. Director Rast explained this is a new position to share the back-up of phone reception for the courthouse as well the print shop. He's spoken with the Controller and there is enough savings in the 'A' budget to cover this position for the remainder of the fiscal year. Commissioner White made a motion to sign the resolution to approve the addition of one position in the IT department, Commissioner Rule seconded the motion with the Board voted unanimously to sign the resolution. After the original motion was made it was brought to the Board's attention that there is also a change of job description on the resolution; this position is to backfill the position of an employee promoted within the IT Department. Commissioner White made a second motion to change the job description of the telecom analyst position, Commissioner Rule seconded the motion with the Board again voting unanimously to sign the resolution (See Resolution No. 17-038). The meeting concluded at 10:41 a.m. An audio recording is on file in the Commissioners' Office.

#### CONSIDER SIGNING DOCUMENT TO PARTICIPATE IN THE IDAHO FEDERAL SURPLUS PROPERTY PROGRAM

The Board met today at 10:42 a.m. to consider signing a document to participate in the Idaho Federal Surplus Property program. Present were: Commissioners Tom Dale, Pam White and Steve Rule and Deputy Clerk Jenen Ross. Commissioner Rule said this is a

program the county has participated in in the past and doesn't believe it has any liability associated with it. He believes it is a good way to get rid of surplus property the county no longer needs. Commissioner Rule made a motion to sign the document to participate in the Idaho Federal Surplus Property program, Commissioner White seconded the motion with the Board voting unanimously to sign the document. The meeting concluded at 10:43 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER RESOLUTION CLASSIFYING RECORDS OF THE CANYON COUNTY CLERK AND AUTHORIZING THE IMAGING AND OR DESTRUCTION OF CERTAIN FILES/RECORDS, AND CONSIDER RESOLUTION TO INCREASE COURT OPERATIONS OPERATING CASH FUND

The Board met today at 11:01 a.m. to consider a resolution classifying records of the Canyon County Clerk and authorizing the imaging and/or destruction of certain files/records, and to consider a resolution to increase court operations operating cash fund. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Allen Shoff, Controller Zach Wagoner, Director of Court Operations Denise Kennel, Chief Deputy Clerk Drew Maffei, and Deputy Clerk Monica Reeves. The items were considered as follows:

***Resolution classifying records of the Canyon County Clerk and authorizing the imaging and/or destruction of certain files/records:*** Drew Maffei said the resolution will allow them to clean up election records that are stored in the warehouse. Upon the motion of Commissioner Rule and the second by Commissioner White the Board voted unanimously to sign the resolution. (See Resolution No. 17-039).

***Resolution to increase court operations operating cash fund:*** Zach Wagoner said last fiscal year the court clerks processed \$6.6 million in cash. They currently have 10 cash drawers with \$2,225 available to make change and process payments and they would like to add 6 cash drawers and request an increase in petty cash of \$675 to bring it to a total of \$2,900. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the resolution to increase court operations operating cash fund. (See Resolution No. 17-040.)

The meeting concluded at 11:05 a.m. An audio recording is on file in the Commissioners' Office.

**FIFTEENTH DAY OF THE FEBRUARY TERM, A.D., 2016  
CALDWELL, IDAHO MARCH 6, 2017**

**PRESENT: Commissioner Tom Dale, Chairman**

**Commissioner Pam White  
Commissioner Steven J. Rule  
Deputy Clerk Monica Reeves / Jenen Ross**

APPROVED CLAIMS ORDER NO. 3-10-17

The Board of Commissioners approved payment of County claims in the amount of \$140,432.17 for accounts payable.

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:30 a.m. for an office staff meeting. Present were: Commissioners Tom Dale, Pam White, and Steve Rule, PIO Joe Decker, Deputy Clerk Jenen Ross, Sr. Administrative Specialist Jamie Miller, and Deputy Clerk Monica Reeves. The Board reviewed this week's schedule with staff. Joe Decker reported on the following topics: KBOI talking points; he will attend a local emergency planning committee (LEPC) meeting on Wednesday; Prosecutor Taylor reached out to him about a grant opportunity for the justice and mental collaboration program; a consolidated election will be held next week for school districts; he has been asked to speak at career day at Emmett High School; the Idaho Press-Tribune has asked for information about a bike plan around Lake Lowell. Commissioner Dale said we don't have any real detailed information on it. Commissioner Rule said a few weeks ago John Starr talked to him about an organization that wants to bring in an organic, odorless processed fertilizer to deal with the carp problem in the lake, and, he asked if the County has grants for that sort of thing, or whether we would offer a bounty per carp, and Commissioner Rule told him the answer would be "no" to both questions. There was discussion about the status of the fair board appointments. Commissioner Rule wants the fair director to be involved in the selection of those members and said it would probably be discussed in executive session with a decision to follow in open session. A public records request was submitted for the applications submitted by fair board candidates and the Prosecutor's Office is reviewing the information and will determine what is appropriate to release given the fact the applications contain personal information. Commissioner White would prefer that a director be in place before the fair board is set. Currently there is an interim director and Commissioner Rule said he'd prefer the fair board be established before a director is hired. Commissioner Dale said the fair employees are in agreement that they can manage the fair if we get them a few helpers and if we don't get a full board that's okay, we'll just wait but we need to be careful and judicious in who is appointed to the board. He is looking for people who will work to make the fair the best it can be with what we have without any further statement. He said comments on the Save IdahoAg Facebook page suggest the group wants to flood the fair board with people who will try to force the issue of the moving fair, but the bottom line is people have to understand we are not going to raise taxes to build a new fair building and the money isn't there and that's why we moved the direction we did. We have to be careful with selections; we don't have an ulterior motive –

our overt motive is to have the best fair we can. Commissioner Rule said if they move the fair he will support it, but if they can't get the money to do that then we need to have the very best fair we can at the facility we have. Mr. Decker reported that he shot a PREA video for the jail. The meeting concluded at 8:50 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER RESOLUTION AUTHORIZING THE TRANSFER OF EXCESS SALE PROCEEDS TO THE STATE TREASURER, AND CONSIDER CANYON COUNTY HISTORIC PRESERVATION SUPPORT AWARD AGREEMENT WITH THE HISTORICAL SOCIETY OF MIDDLETON

The Board met today at 9:30 a.m. to consider a resolution authorizing the transfer of excess sale proceeds to the State Treasurer and to sign the historic preservation support award agreement with the Historical Society of Middleton. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Brad Goodsell, Treasurer Tracie Lloyd, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. Last week the Board approved distribution of excess proceeds from the November 2016 sale to parties in interest, and Mr. Goodsell said that was the final thing we needed to do in order to reach this point where we can now send the remaining funds from that sale, as well as all the funds from previous sales that we've been holding, to the State Treasurer's Office and they will now be considered unclaimed property and people can make their claims to the State. Treasurer Lloyd said the statute was vague and they didn't have the mechanisms in place like the State does so it cleans it up and it eliminates the need for us to hold the proceeds for three years and then turn them over to the indigent fund. Commissioner White made a motion to sign the resolution authorizing the transfer of excess sale proceeds to the State Treasurer. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners White, Rule and Dale voting in favor of the motion which carried unanimously. (See Resolution No. 17-041). The next item considered was the historic preservation support award agreement with the Historical Society of Middleton. Commissioner Rule said the agreement came in a few months ago and it was sent to Tom Bicak to make sure the monies that were previously given to the organization for historical efforts were used appropriately. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the support award agreement. (See Agreement No. 17-008). The meeting concluded at 9:35 a.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING – PRELIMINARY PLAT, IRRIGATION AND DRAINAGE PLAN FOR WIND RIVER ESTATES SUBDIVISION

The Board met today at 9:46 a.m. to conduct a public hearing in the matter of a request by the Breckenridge Family Trust for approval of preliminary plat and irrigation and drainage plan for Wind River Estates Subdivision, Case No. SD-PH2016-58. The development of parcel R38200010C consists of four residential lots on approximately 9.053 acres, and is

located in an RR (Rural Residential) zone. The proposed development is located at 12145 Purple Sage Road in Middleton. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, DSD Planner Debbie Root, TJ Wellard, and Deputy Clerk Monica Reeves. Debbie Root gave the oral staff report stating that the proposal is to develop a nine-acre parcel into four residential parcels with a private road and driveway easement. It is in substantial compliance with the state statutes and Canyon County Code. There are some improvements that have to be completed prior to the final plat, and staff is recommending approval of the proposed development as conditioned. TJ Wellard stated the project is a five-lot subdivision with four residential lots and one private road lot. There is an existing house on Lot No. 1 so there will be three new residences built; the developer plans on building out each lot himself. Gravity irrigation will be provided to each lot and there will be individual wells and septic systems. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to close the public hearing. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to approve the preliminary plat and irrigation and drainage plans for Wind River Estates subject to conditions of approval and to approve the Findings of Fact, Conclusions of Law and Order. The hearing concluded at 9:55 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER RESOLUTION ISSUING REFUND TO VALLEY WIDE COOPERATIVE FOR MECHANICAL PERMIT; AND CONDUCT BIWEEKLY MEETING WITH THE DIRECTOR OF DEVELOPMENT SERVICES TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION

The Board met today at 9:56 a.m. to consider a resolution issuing a refund to Valley Wide Cooperative for a mechanical permit and to conduct a biweekly meeting with the Director of the Development Services to discuss general issues, set policy, and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, and Deputy Clerk Monica Reeves. Director Nilsson presented a request from Tim Beymer of Valley Wide Cooperative who had applied for a mechanical permit for piping for a homeowner, but the owner changed their mind and is not moving forward so he's asking for a full refund. Staff is recommending a full refund in the amount of \$180. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to issue a refund to Valley Wide Cooperative for the mechanical permit fee. (See Resolution No. 17-042.) Topics of discussion for Director Nilsson's biweekly report included the following:

Budget and permit update: The department went over \$500,000 in revenue and they're expecting a very busy construction season. Commissioner Dale asked if there is any movement on the definitions of park models or tiny homes. Director Nilsson said there is a bill carried by the industry and their goal is to clear up the tax assessment issue but the building code and zoning issues are unresolved. There's no national certification of safety in living in a park model or an RV; the industry won't do it, HUD won't do it, and therefore local agencies aren't going to say they're safe and take on that liability. At a national level there

have been some changes to the international residential code but they wouldn't be effective in Idaho until 2018 when the 2016 building code is adopted.

COMPASS meetings: Canyon County has three votes on RTAC and they are prioritizing projects and COMPASS staff will filter those into different funding categories and we'll see those as a communities in motion grant priority list.

Lake Lowell Area Pedestrian and Bicycle Plan: It is an effort led by the Canyon and Nampa Highway Districts to do a plan to identify a route around the lake and how the Nampa and Caldwell systems would feed into that. She was going to bring it forward to a work session with the Board but she wanted to make sure the cities adopted it first. It would be adopting a plan by reference as part of the comprehensive plan and it would enable us to bring it up if we were reviewing development in the area, and to be eligible for grant monies. The route is on the local roads, it is not internal to the Deer Flat National Wildlife Refuge.

Updates to ordinance: Director Nilsson reported that she has sent an ordinance update to the Prosecutor's Office for review which deals with the nonconforming status of existing properties. Commissioner Rule wants to make sure the update does not stall in the review phase which started last fall and now it's March and we don't yet have a document for review. Director Nilsson will follow up with Zach Wesley.

US 20/26 Corridor Study Status: Director Nilsson will attend a meeting on Thursday with the Idaho Transportation Department regarding the preparation of an environmental analysis of the corridor.

Permit activity: From February to February they were about the same: 46 vs 51 but the values are up in terms of the value of the work being done, and HVAC's are up as well. She said we need to go back to reporting the value of work and the remodel and alteration values so that we can determine where are people investing or not investing.

The meeting concluded at 10:16 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 10:30 a.m. for a biweekly meeting with the Fleet Director to discuss general issues, set policy and give direction. Present were: Commissioners Pam White and Steve Rule, Fleet Director Mark Tolman, and Deputy Clerk Monica Reeves. Mr. Tolman reported that 12 vehicles will soon be listed on the public surplus website; he plans to purchase 7 (seven) new patrol units, and three (3) units for the Sheriff's CID; he thanked the Board for its help with a locked storage container; he would like to acquire the fork lift from the Fair for County use; he is requesting a structure change for next year's budget which



would move one position to an assistant manager position. The meeting concluded at 10:47 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION PURSUANT TO IDAHO CODE 74-206(1)(E) TO CONSIDER  
PRELIMINARY NEGOTIATIONS INVOLVING MATTERS OF TRADE OR COMMERCE IN  
WHICH THE GOVERNING BODY IS IN COMPETITION WITH GOVERNING BODIES IN OTHER  
STATES OR NATIONS

The Board met today at 1:31 p.m. to conduct an Executive Session to consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Brad Goodsell, Assessor Brian Stender, Chief Deputy Assessor Joe Cox, DSD Director Tricia Nilsson, Tina Wilson, the Executive Director from the Western Alliance for Economic Development, representatives from Project Arrowhead, and Deputy Clerk Monica Reeves. Mr. Goodsell said in order to preserve the confidentiality of the negotiations the business is operating for these purposes under the pseudonym *Project Arrowhead*. Commissioner White made a motion to go into Executive Session at 1:33 p.m. pursuant to Idaho Code, Section 74-206(1) (e). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. The Executive Session concluded at 1:56 p.m. with no decision being called for in open session.

**SIXTEENTH DAY OF THE FEBRUARY TERM, A.D., 2016  
CALDWELL, IDAHO MARCH 7, 2017**

**PRESENT: Commissioner Steven J. Rule  
Commissioner Pam White  
Commissioner Tom Dale  
Deputy Clerk Monica Reeves/Jenen Ross**

**APPROVED PURCHASE ORDER**

The Board approved the following purchase order(s):

- Snake River Supply, Inc in the amount of \$1260.00 for the Sheriff's Office

**APPROVED CLAIMS ORDER NO. 3-10-17**

The Board of Commissioners approved payment of County claims in the amount of \$20,992.01, \$29,132.58, \$221,524.60, \$117,424.31, \$100,028.46 for accounts payable.

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

The Board met today at 8:31 a.m. for a biweekly meeting with the Director of Juvenile Probation to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule (arrived at 8:43), Director of Juvenile Probation Elda Catalano, Joe Langan from the Idaho Department of Juvenile Corrections and Deputy Clerk Jenen Ross. Director Catalano gave updates on the following items: Joe Langan from the Idaho Department of Juvenile Corrections is visiting today; Mr. Langan is the district liaison between the Juvenile Probation Department and the Idaho Department of Juvenile Corrections and is the main source of communication. He also makes sure all reports are provided to the state as required. Mr. Langan reviewed the most current information reported between October and December of 2015 (2016 information will not be available until late summer), the information is compiled for the district but also for the state report. The numbers reported on included juvenile arrests, petition filing with a break-down of offences, intakes and releases with a break-down of average age, gender and race and ethnicity at the point of intake on probation, community service hours performed, restitution collected, successful completion of probation and recidivism rate and a one-day snapshot of juveniles in custody in Canyon County and the state along with the number of suspend/commits on that day. 33% of the Juvenile Justice budget is made up with monies from the tobacco tax, lottery tax and JCA (Juvenile Correction Act) funds. The Ancillary funds consist of two federal funding streams and a state funding stream. The mental health program is the state funding stream; if Canyon County has a juvenile that comes in with a mental health issue and in need of financial assistance they'll have services set up as far as Medicaid to assist with medication and counseling. The CIP, the Community Incentive Program, is a program for juveniles at risk of being committed to the IDJC. This is to assist with setting up a mentor program to meet with the juvenile once or twice a week and discuss how to be successful law abiding adult. There are no mental holds in juvenile courts; if a juvenile is experiencing a mental health crisis they typically go to a medical doctor to determine if they're in danger, but they typically don't come into a detention facility but are admitted to a hospital instead and is funded thru Medicaid or other insurance. Probation doesn't get involved at that level, it is between the family and the doctor. Ms. Catalano has seen a rise in mental health issues and the monies to assist in that care is utilized by application. They are able to help juveniles that come into the system in need of mental health services without Medicaid or another way by helping them apply for access to that funding. She explained that there are restrictions on how monies can be spent; the legislature directed that the JCA, tobacco and lottery funds may only be used for juvenile services at the county level. The meeting concluded at 8:55 a.m. An audio recording is on file in the Commissioners' Office.

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

*Note for the record: As properly noticed the Board met today at 9:01 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter and records exempt from public disclosure and attorney-client communication. The Executive Session was held as follows:*

Commissioner White made a motion to go into Executive Session at 9:02 a.m. pursuant to Idaho Code, Section 74-206(1) (b) and (d). The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Prosecutor Bryan Taylor, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, Deputy P.A. Zach Wesley, Deputy P.A. Brad Goodsell, Clerk Chris Yamamoto, Controller Zach Wagoner, HR Director Sue Baumgart and Deputy Clerk Monica Reeves. Director Baumgart, Clerk Yamamoto and Controller Wagoner left at 9:46 a.m. Tina Wilson arrived at 9:46 a.m. Prosecutor Taylor left at 9:54 a.m. The Executive Session concluded at 10:23 a.m. with no decision being called for in open session.

#### PUBLIC HEARING – REZONE HEARING FOR ROCKETCHUN HOLDEN, CASE NO. PH2016-62

The Board met today at 10:50 a.m. to conduct a public hearing in the matter of a request by Rocketchun Holden, Case No. PH2016-62, to rezone approximately 9.965 acres from Agricultural to Rural Residential. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Planner Kyle McCormick, DSD Planner Jennifer Almeida, Rocky Holden, Russ Barsby, Janie Burns, and Deputy Clerk Monica Reeves. Kyle McCormick gave the oral staff report noting that the P&Z Commission forwarded the case with a recommendation of approval. The applicant's concept plan indicates a proposed development of three residential lots, although if the rezone is approved it could potentially be platted into four lots. Staff recommends the Board approve the rezone from Agricultural to Rural Residential. Rocky Holden testified in support of his request. He has owned the property for 12 years and wants to divide it to either sell it or develop it. Russ Barsby offered neutral testimony and said he has no issues with the request as long as it's done right. He said in four to five years he will likely sell his property for development. Janie Burns is opposed to the rezone because it affects the agricultural quality of Canyon County. In order for agriculture to be viable we need contiguous blocks where farmers can support each other and where the irrigation structure that's been put in place can operate efficiently and effectively. Canyon County has one of the strongest agricultural economies in the nation; where do you draw the line on when the last agricultural property will be rezoned? Mr. Holden offered rebuttal testimony and said subdividing is happening everywhere and said there are other areas Ms. Burns can move to if she is concerned. He sees the wave of development coming and he wants to be part of it. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to close public testimony. Commissioner Rule said it is evident the City of Nampa is growing to the south and he believes the request is appropriate growth for the area. He said farm ground has increased

by 9,000 acres in the past few years so he is not alarmed by the loss of this ground. He'd prefer the ground around Nampa, Caldwell and Middleton be preserved before some of this more marginal ground. Commissioner White recognized Ms. Burns' love for the land and the value she puts in the agricultural lifestyle. She also has empathy and respect for those whose land is their savings/retirements. Commissioner Dale said the Board has to balance the rights of the private property owner versus preservation of farm ground and he's not willing to tell someone they cannot sell their land or do anything other than farm it. The property is in the Nampa impact area which is an area the city plans to grow into within the next 10 years. Commissioner Rule made a motion to approve the rezone from Agricultural to Rural Residential and sign the Findings of Fact, Conclusions of Law and Order. The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion which carried unanimously. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to approve the ordinance directing changes to the zoning map. (See Ordinance No. 17-002.) The hearing concluded at 11:17 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 2:45 p.m. for a biweekly meeting with the Director of Juvenile Detention to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Director of Juvenile Detention Steve Jett, Juvenile Detention Deputy Administrator Sean Brown, Juvenile Detention Officer Audrey McKay and Deputy Clerk Jenen Ross. Director Jett updated the Board on the following items: Ms. McKay recently received her POST certification and will be conducting the training on the 20<sup>th</sup> and 24<sup>th</sup> which will include some of the curriculum she wrote. She also wrote the National Partnership for Juvenile Services position statement on searches. Director Jett indicated that they have one supervisor that will be leaving so they will be moving one assistant supervisor into the supervisor position and one line staff into the assistant supervisor position. Taga Bah is sponsoring his weight loss challenge again this year with the stipulation that in order to win you have to participate at least once a week in one of his group fitness classes. There will be a training for the detention officers on the 20<sup>th</sup> and 24<sup>th</sup>. The HR department will be coming over to do a recap of benefits as Director Jett feels there are several employees not taking full advantage of the benefits offered. Several staff member will be training the probation department on the use of force on the 14<sup>th</sup> and 15<sup>th</sup>. Sean Brown and Shawn Anderson will be attending the International Law Enforcement Educators and Trainers Association in St. Louis this year. The National Partnership Training will be held in Orlando this year, Ms. McKay confirmed it's a very beneficial training. The garden has been started, it has been in place for 6 years and the past two years have produced over 3500 pounds of produce. The food is donated to several organizations in the area including Hope's Door, The Disabled American Vets, CCOA, Caldwell Senior Center and they will sometimes have the kids on community service help with the distribution. There are currently 27 kids in custody with that number

holding relatively steady. The meeting concluded at 3:04 p.m. An audio recording is on file in the Commissioners' Office.

**SEVENTEENTH DAY OF THE FEBRUARY TERM, A.D., 2016  
CALDWELL, IDAHO MARCH 8, 2017**

**PRESENT: Commissioner Steven J. Rule  
Commissioner Pam White  
Commissioner Tom Dale  
Deputy Clerk Monica Reeves/Jenen Ross**

**APPROVED PURCHASE ORDER**

The Board approved the following purchase order(s):

- Wall 2 Wall Flooring in the amount of \$6215.84 for the Facilities Department
- Intermountain Pet Hospital in the amount of \$1282.74 for the Sheriff's Office

**CONSIDER INDIGENT DECISIONS**

The Board met today at 8:47 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale and Steve Rule, Director of Indigent Services Yvonne Baker and Deputy Clerk Jenen Ross. Ms. Baker read into the record initial decisions that do not criteria for eligibility as follows: 2017-530, 2017-569, 2017-683, 2017-485, 2017-684, 2017-560, 2017-561, 2017-531, 2017-559, 2017-563, 2017-412, 2017-558, 2017-636, 2017-565, 2017-431, 2017-413, 2017-562 – Commissioner Rule made a motion approve the initial denials for county assistance, the motion was seconded by Commissioner Dale with the Board voting unanimously on the motion for denial. The meeting concluded at 8:48 a.m. An audio recording is on file in the Commissioners' Office.

**LEGAL STAFF UPDATE**

The Board met today at 10:00 a.m. for a legal staff update. Present were: Commissioners Tom Dale and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Allen Shoff, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. There was discussion about the possibility of having Captain Daren Ward serve as the contact person for Carter Goble Lee while they are working on the jail needs project. Commissioner Rule said DSD Director Tricia Nilsson has been working on an ordinance change that was sent to Zach Wesley for review and he wants to know when his review will be complete. Mr. Wesley said he received it last week and he hasn't had an opportunity to delve into it yet but he will have something to the Board next week. The Board went into Executive Session as follows:

EXECUTIVE SESSION – ACQUISITION OF AN INTEREST IN REAL PROPERTY, RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

Commissioner Rule made a motion to go into Executive Session at 10:04 a.m. pursuant to Idaho Code, Section 74-206(1) (c), (d) and (i) to discuss acquisition of an interest in real property, records exempt from public disclosure and attorney-client communication, and to communicate with the County's risk manager regarding pending/imminently likely claims. The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Rule and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Allen Shoff, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. The Executive Session concluded at 10:17 a.m. with no decision being called for in open session.

An audio recording of the open portion of the discussion is on file in the Commissioners' Office.

CONSIDER SIGNING RESOLUTION TO APPOINT GEORGE DEFORD, JR. TO THE HISTORIC PRESERVATION COMMISSION

The Board met today at 10:45 a.m. to consider a resolution to appoint George DeFord, Jr., to the Canyon County Historic Preservation Commission (HPC). Present were: Commissioners Tom Dale, Pam White and Steve Rule, Parks Director Tom Bicak, Assistant Parks Director Kathy Kershner, Outdoor Recreation Planner Nicki Schwend, and Deputy Clerk Monica Reeves. Tom Bicak said the HPC is a blue ribbon commission and its members have to be highly qualified. It is certified by the State of Idaho and the National Parks Service and its members include an anthropologist, an archaeologist, two attorneys, a historian, an architect and a parks employee. They review applications from local historic preservation programs or entities every year and make recommendations to the Board of Commissioners for possible funding of those projects. George DeFord, Jr., has been serving as the secretary of the HPC and he consented to take on another term. Commissioner White made a motion to approve the resolution to reappoint George DeFord, Jr., for a two-year term. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion which carried unanimously. (See Resolution No. 17-043.) The meeting concluded at 10:49 a.m. An audio recording is on file in the Commissioners' Office.

## PRESENTATION OF PLAQUE FROM CALDWELL VETERANS FOR HISTORIC PRESERVATION FUNDING

The Board met today at 11:00 a.m. for a presentation of a plaque from the Caldwell Veterans Council. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Parks Director Tom Bicak, Assistant Parks Director Kathy Kershner, Outdoor Recreation Planner Nicki Schwend, Clerk Chris Yamamoto, Terry Harrell, John Muirhead and other members of the Caldwell Veterans Council, as well as Deputy Clerk Monica Reeves. John Muirhead spoke of the renovations that are being made to the old Carnegie Library and how their charter is to convert it into a Veterans Memorial Hall. The total project investment is approaching \$2.3 million. A plaque was presented to the Canyon County Historic Preservation Commission and the Board of Commissioners in appreciation for the funding support the organization has received. The presentation concluded at 11:17 a.m. An audio recording is on file in the Commissioners' Office.

## PUBLIC HEARING TO CONSIDER A COMPREHENSIVE PLAN MAP AMENDMENT, CONDITIONAL REZONE AND DEVELOPMENT AGREEMENT FOR TREASURE VALLEY RENEWABLES, LLC; CASE NOS. PH2016-55 & 56

The Board met today at 1:32 p.m. to conduct a public hearing to consider a Comprehensive Plan Map Amendment, Conditional Rezone, and Development Agreement for Treasure Valley Renewables, LLC, Case Nos. PH2016-55 & 56. The applicant is requesting a Comprehensive Plan Map Amendment to change the designation of R38904 & R38904-010 from "Agriculture" to "Industrial". A portion of the property that is designated "Commercial" is requested to be changed to "Industrial." Also requested is a Conditional Rezone to change the zoning designation from "A" (Agricultural) to "CR-M-1" (Conditional Rezone /Light Industrial), along with a request for a Development Agreement which will limit land uses on site and place conditions on the development. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley, DSD Director Tricia Nilsson, DSD Planner Jennifer Almeida, Neill Goodfellow, Brandon Keller, Tina Wilson, Dave Jones, Bob Pitman, Kurt Christensen, Kevin Pack, Jim McCune, Will Charlton, Chuck Anderson, Jon Watson, Margie Watson, Lynn Thueson, John Hartman, Nikki Dale, Harrison Dale, Gerri Cain, Suzanne Thacker, Karen Winkle, Matthew Eicher, Trent Weber, Whittney Weber, Michelle DeGiorgio, Lucas Thomas, Jim Smith, Dennis Cain, Jason Page, Randall Taylor, Cindy Hansen, Aaron Flynn, Matthew Johnson, Maria Weber, Shigae Flynn, Bonnie Weber, Shawnda Kasma, Alan Weber, Dorinda Wilkins, Jeff Kasma, Jan Phillips, Liz Rohrbacher, Craig Weber, Gayle Nielsen, Harold Rohrbacher, Brian Jemmett, Reggie Stevenson, Michelle Page, Floyd Sumsion, Gary Hansen, Diana Sitts, Deloris Thueson, Laurie Nielsen, Jerry Payne, Chad Nielsen, Don Bowers, Hugh Phillips, Eric Jemmett, Jarom Jemmett, and Deputy Clerk Monica Reeves. Commissioner Dale disclosed his participation on the Western Alliance for Economic Development Board, which is a nonprofit organization that works to bring development into Canyon County and

Owyhee County. He said they do not benefit financially from the success or failure of any of the applicants they bring in, nor does he benefit financially in any way, from success or failure, of the application. Commissioners Rule and White did not make any disclosures. Jennifer Almeida gave the oral staff report. The request is for a comprehensive plan map amendment to industrial and a conditional rezone to light industrial, and it includes a development agreement. The applicant is proposing the development of a three-business complex on the subject property. The first component is Bio Ag Resources which will produce molded plates, bowls and other products for the food industry. Sorghum will be received from a farmer's co-op and Boise Ag Resources will also produce the process water and heat that is needed. The second component is called Boise Biogas, LLC, and the facility will operate an anaerobic digester for the production of biogas. A few of the byproducts of the digester result in fertilizer, mulch and livestock bedding for local agriculture and the biogas that is produced will be utilized by Dual Fuels Technology. This component of the complex would require approval of a Planned Unit Development (PUD) prior to commencement of the use on site. The third component is Dual Fuels Technology, LLC; this component cleans the biogas created from the anaerobic digesters and compresses the gas into a pipeline for sale to medium and heavy-duty vehicle operators at retail fueling stations at remote locations. Tanks on specialized containers are filled on site and delivered to fueling stations at other locations. Dual Fuels will supply clean and converted biogas to the onsite power generators and these generators will provide electricity for the overall facility in conjunction with Idaho Power. This component also requires approval of a PUD prior to commencement of the use. In regards to the comprehensive plan map amendment, a portion of the property is designated as commercial and the remainder is designated as agriculture. The applicant is requesting to change the designation of the parcels to industrial. In regards to the conditional rezone, properties south of Highway 20-26 are designated and zoned light-industrial and this particular request to light-industrial would not be out of character with the surrounding industrial uses in the area. In regards to the PUD requirement, the appeal is scheduled to be heard by the Board on April 4. It requires a development agreement be part of the application and it contains conditions of approval. The inclusion of the use would allow manufacturing or production of hazardous chemicals or gases on site. At the conclusion of the public hearing on December 15, 2016 the P&Z Commission recommended denial of the comprehensive plan map amendment, conditional rezone and development agreement. Their decision was signed on January 19, 2017. Staff is recommending approval of the comprehensive plan map amendment, conditional rezone and development agreement that contains recommended conditions in an effort to mitigate potential impacts.

The following people testified in favor of the request:

Neill Goodfellow testified that Bio Ag Resources takes sorghum that is grown by their farmers and they convert it to a pulp that's used in the making of a fiber molded bowl, plate or tray. The goal is to replace Styrofoam and to have an annual renewal substrate to do this with. Boise Biogas needs a digester to take the excess biomass and water and the best place to handle that is in a digester. They can use other materials such as local manure and other



substrates to make methane gas. One of the challenges has been finding adequate power generation in Payette County, Malheur County and Canyon County. One of the ways to solve that is to generate power and that's what the methane gas production does, it allows them to generate power. Dual Fuels is the company that will take the methane gas and process it and clean it and prepare it for injection into the gas grids. They also make the compressed natural gas that can be used in trucks, cars and commercial vehicles. It's a green project; they will not create any toxic chemicals or make any toxic wastes or put out strong odors. There is opposition to the project and a lot of inaccurate statements have been made and he'd like to address them. Odor will be minimal and they are providing a multi-layered approach to controlling odor. Noise will be at 65 decibel level. They have provided a detailed traffic analysis and the traffic impact will be minimal. The highway district and ITD are willing to work with them and they do not see any issues. He is well aware of farming practices and said they will not impact farming operations at this location. Fumigants will not be a problem at this location. He does not think they will have a setback issue of more than 25 feet on part of the property, but it could extend as much as 68 feet. Somewhere between 60%-70% of the acreage is nonprime farm ground and that is where projects like this need to be located. He said one of their representatives made a statement that property values might go down, but that was an inaccurate statement. According to their research some property values have been shown to increase after similar projects were located nearby. Mr. Goodfellow said the Parma Rural Fire Department will not provide a detailed plan for them at this time. He has provided a detailed outline of the scope and intent relative to fire and hazmat response and the fire department has assured them they have the capability, training and equipment to handle any kind of fire or hazmat response that is required. Their program will be based on the American National Standards for roadways and aerial lighting equipment. In response to safety concerns expressed by some of the neighbors, he said digesters don't blow up. They have a stellar safety track record and they will do everything within the requirements to make sure they have a safe operation. He said compressed natural gas and/or bio methane gas is extremely safe, it is not toxic or corrosive and it's safer than propane. They plan to have site security 24 hours a day, 7 days a week. They have provided a detailed and complex scope and intent regarding the various water questions that have been raised, and they will comply with all local, state and federal water control issues. The project will not increase or substantially alter the current mosquito or bug population. There is no regulation that says they have to do an environmental impact study as they are not in the type of development or circumstance that requires one. They have had six community meetings and some representatives have met privately with a number of people and tried to answer their questions. They have provided information and been truthful and are not trying to circumvent rules or laws. Mr. Goodfellow said some people have said their project has been rejected by other places, but that is not true, in fact, a community has reached out to see if they would come there. They have looked at a site in Nyssa but there are some unique issues with Oregon and they prefer to stay in Idaho. The Payette County P&Z Commission unanimously approved the project but there is a new commissioner and that person didn't show up and because of the complex nature they tabled

it and at their next meeting that same new commissioner failed to show up. Commissioner Shigeta made a motion to approve the project and the other Commissioner didn't second it so for lack of a second it failed. He said they were introduced to this property and feel it's a better site. There is a tremendous amount of work to be done but they think it can be a real benefit to the community and to the County. Commissioner Rule had questions about the lagoon on the property. Brandon Keller said it's not anticipated to be a large lagoon; it will be lined and designed to DEQ standards but it's too early to give an accurate size at this point because they have not gone to that level of detail at this stage.

Tina Wilson, the Executive Director of the Western Alliance for Economic Development, read from a prepared statement regarding the potential economic impact the project will have on the Western Alliance region. They have a capital investment of \$94 million to build their complex and it will bring 70-75 new jobs to Canyon County. They intend to work with local educators and training facilities such as COSSA to train potential employees locally. The anticipated annual payroll will be \$3.15 million. Research shows there will be an increase in land values. She spoke of why the applicants chose this location.

The following people offered neutral testimony:

Jon Watson said this is indeed in the comprehensive plan as M-1, but it started coming as M-2 and now it has morphed into an M-1 ½. The plan has a lot of benefits, but there is huge amount of risk and he doesn't know if the applicant has addressed what the risks might be. With the exception of noise he sees no method of which to measure success or failure of those mitigating processes that they feel will address the issues of odor, noise, excess light and excess traffic. The Board needs to look through, get help and go look at a facility and see if the development agreement will address all the issues.

Margie Watson said the project has potential but there are too many things left undone to proceed without knowing more.

The following people testified in opposition to the request:

Matthew Johnson, whose background is in environmental law and local government work, said at first glance it looks like a good idea, but the problem isn't the first look, it's in the second look when you get into the in-depth questions and the location of the project. It's a rural agricultural area where the prime use is farming. Those who live there enjoy the farming and rural lifestyle and the comprehensive plan designates the area primarily as agricultural with a small sliver of commercial along the highway. The Parma future land use plan does extend as a commercial industrial mix toward this area but nobody planned for the idea that this area would develop into an industrial place. The project will bring pollution, odor, and noise concerns. He said the applicant came in last fall, went through neighborhood meetings, a P&Z hearing and since then they've been through a PUD hearing where the concerns were again raised and most of the questions weren't responded to. The focus on the project has been on bringing new jobs, but they have failed to address the concerns. He said another law firm submitted a letter (Exhibit 56) giving an alternative

analysis and it goes through the standards and offers an alternative staff report and he agrees with the letter. There are dangers in the storage of hazardous gases and they need to get a letter from the fire department and he questioned whether Intermountain Gas will support it. The neighbors have concerns about water supply, waste water, and the impact to agriculture and the agricultural lifestyle. The project is manufacturing and processing – it is not agriculture and it is not conducive to the area. Mr. Johnson said it should be rejected as a comprehensive plan change and the conditional rezone should be denied, but, if the Board does move forward he suggests the conditions deserve a much deeper look than they've had up to this point to make sure the County and the neighboring properties are protected.

Diana Sitts testified that she lives across the road from the proposed project and she was raised there and her dream was to purchase land from her dad so she could build her home with the idea that her grandchildren could enjoy the rural lifestyle. She is concerned about the safety of children loading on school buses on Shelton Road, which is a narrow country road. She wants to keep the rural environment for those have been established there.

Jarom Jemmett testified about property values and said there would be negative impact with the loss of the agricultural aspect. He doubts job creation will have a direct impact on the City of Parma because there is no housing in Parma. He said it's irresponsible and unprofessional that this is the third location they've proposed for this project and with that they still don't know what size of ponds they'll need. He said this project is valuable, but the location is not suitable.

Jason Page is a state certified crop consultant and board certified crop advisor and his testimony focused on fumigation and block spraying issues. There is a possibility of off target drifting so if you put a facility next to farm ground, especially onion production ground, there will be issues with fumigation and chemical exposure.

Randall Taylor has concerns about truck traffic and he said this is not the right location for the project.

Michelle DeGiorgio said this is a good project, but not at this location. She has concerns about the odor and additional truck traffic that will be generated by the project.

Alan Weber spoke of his concerns with truck traffic and the kind of waste (liquid cow manure and slaughterhouse waste as well as other bio food waste) that will be brought to this site from other counties. The owners and operators of the project don't live in Canyon County, and of the grower group that was started 6 years ago, 24 of the 25 growers are from Oregon and one is from Payette County.

Maria Weber stated she is not opposed to change or growth but rather the type of change because she does not want to have industrialism in her backyard. It is unfair to ask people who have been established for generations in the community to change their lifestyle for an unknown entity that has not been proven. It is not ag friendly to ask a farmer to not grow something so that someone else can be their neighbors and change the way they live.

Shawnda Kasma testified about traffic concerns and the loss in property values, and she finds it bothersome that the applicants feel they don't have to do an impact statement. There is a lot of industrial areas in Canyon County and she believes the applicants should look to one of those areas.

The Board took a brief recess at 3:23 p.m. and returned at 3:32 p.m. With testimony in opposition resuming as follows:

Jan Phillips questioned the wage amounts the project representatives have stated and spoke of her concerns with decreasing property values as well as safety and traffic.

Harrold Rohrbacher, who farms in the area, said if you can't fumigate potatoes the yield and quality will drop significantly. The topography of the property is steep and there will have to be some dike work done because you cannot evaporate 20,000 gallons a day, nor can you spend \$90 million on 48 acres and not have a huge effect on a community.

Craig Weber said his family has farmed in the area since 1944 and he does not feel the project should be a priority over those who live in the community.

Karen Winkle spoke of concerns with evaporation and said everything that comes to the location has got to leave either through evaporation or be hauled off.

Rebuttal testimony was offered as follows:

Will Charlton, who has been in the anaerobic digester industry as an expert for 18 years, said he wants to erase the question about the water balance. Most materials they bring on site are brought in at 23% solids and they prefer to get them down to 8%-11%. During the process they are cleaning the solids and extracting them out of the water so they can recycle the water back through to the beginning to provide the makeup. There is a plus or minus of 24 ton per day on the water balance and it gets modified as they get into the detailed engineering. He spoke about the evaporator technologies and odor management technologies they will use.

Neill Goodfellow said there has been a lot of testimony that is contrary to some things they have stated but there is no way he can provide technical answers to all the questions in his remaining six minutes of rebuttal testimony. He stands by what has been said and said the information is accurate. They do not believe the project will have a detrimental impact to anybody or their farming operations. Regarding fumigation, he has spent considerable time talking with Simplot about application rates, labels of the chemicals they use and how they came up with the numbers for the possible setbacks. They do not fit within the EPA's description of emergency evacuation. He said they will work with the farmers if there's an issue that needs to be dealt with and said they should not have a serious impact on the farmers having to do fumigation. They will be well within any setbacks that need to be applied. He said they do not want to lessen the neighbors' concerns but he believes the concerns have been addressed in a satisfactory way. When asked if the applicants would consider a traffic impact study, Mr. Goodfellow said it's hard to justify that kind of expense

and it's not an issue because neither the highway district nor ITD required it. Commissioner Rule said if it takes \$15,000 to qualify a \$94 million project that's not out of line. Mr. Goodfellow said they want the opportunity to locate here but they can't justify spending millions on a what-if scenario. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously close public testimony. Commissioner Rule asked if the project qualifies under M-1 zoning. Ms. Almeida said the sorghum element could be operated in an M-1 zone, however, the other two components (Boise Biogas and the Dual Fuels) cannot be operated in an M-1 zone without approval of a PUD, which will be heard by the Board on April 4. Commissioner Rule asked if there is any problem with adding a condition for covered loads. Director Nilsson said it is a specific condition and there's been some concern about enforcement. Ms. Almeida said the condition requiring that all feedstock shall be delivered in covered trailers, truck beds or fully enclosed vessels is in Exhibit 50, Condition No. 26. (All feedstock, not all loads, but it could be changed if that's what the Board wants.) Commissioner Dale said his big question was on the enforceability of the development agreement; he wants reaffirmation on the enforceability because this is a very extensive agreement with 31 conditions that need to be adhered to. He also wants to see something from Intermountain Gas Company before he makes a decision. Commissioner White doesn't want to physically visit other sites but she does want information on other projects that are similar to the proposal. Commissioner Dale said the objections we need to focus on are the issues of safety, odor, and noise, as well as those things that are generated by the parts of the proposal that would be required under the PUD. A continuance would allow time to look up some examples. Director Nilsson recommended the Board continue the hearing to April 4<sup>th</sup> at 1:30, which is when the PUD appeal will be heard, and one hearing could flow into the other. The Board has asked for two additional exhibits 1) a summary of other similar digester sites; and 2) a letter from Intermountain Gas. The record could be left open for those two exhibits and when we reconvene we would give people an opportunity to testify to those new exhibits since they weren't available for today's hearing and conduct that continuance as a mini-hearing on those new exhibits and then continue the Board's deliberation. Commissioner White made a motion to continue the hearing to April 4, 2017 at 1:30 p.m. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion which carried unanimously. The hearing concluded at 4:37 p.m. An audio recording is on file in the Commissioners' Office.

**EIGHTEENTH DAY OF THE FEBRUARY TERM, A.D., 2016  
CALDWELL, IDAHO MARCH 9, 2017**

**PRESENT:   Commissioner Steven J. Rule  
              Commissioner Pam White  
              Commissioner Tom Dale**

## **Deputy Clerk Monica Reeves/Jenen Ross**

### **APPROVED PURCHASE ORDER**

The Board approved the following purchase order(s):

- Integra Paperless Business in the amount of \$69,937.00 for the Information Technology department

### **FILE IN MINUTES**

The Board filed the 2016 Missed Supplemental & Transient Property Assessed Value by Taxing District in today's minutes.

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

The Board met today at 8:21 a.m. for a weekly meeting with the Directors of Facilities and IT to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Pam White, Director of Facilities Paul Navarro, Director of IT Greg Rast Assistant Director of IT Eric Jensen and Deputy Clerk Jenen Ross. Director Navarro reported on the following items: he has filed the fence and rec yard lid variance with the City of Caldwell and will probably be on the P&Z agenda in April. They've met with Sam Laugheed from legal and Rick Bugatsch from LCA and believe there are two bid packages that have arrived; the fence will consist of just putting in the poles, rails and the fencing, they are working on getting the bid documents together for that project. That will involve them going to Jerome County to harvest the 360 linear feet of 10-foot chain-link and the erecting it here; the rec yard lid will require a general contractor that knows how to read engineered drawings and can do concave to convex welding so it is a little bit more complex; the drawings are not yet finalized but he was with the architect yesterday taking measurements. Construction is busy in the Valley so he is having a hard time getting the architectural engineers to nail down a timeframe; he is hoping to have the plans in hand by March 28. They have started on the Juvenile Justice remodel project, adding the second clerks' window. Next week they will start on the Clerk's Office remodel on the 3<sup>rd</sup> floor of the admin building. There will be two new offices built, one for the new chief deputy and an actual office for the Clerk. He is working with IT on their data center as the two cooling units in that room are not working properly. He has brought in YMC Mechanical for help on this room and then will bring IT onto the digital controls network so that Director Rast and his team will be able to monitor the room from their phones. In regards to the fairgrounds, he has a bid for the big fans but there is an issue with the power; the existing panels are packed and he's trying to determine the best course of action so he's met with Idaho Power on that project. He's been in contact with the Eagle Scouts about three upcoming projects: two are for painting at the fairgrounds and he hopes to have those done by April or May. Due to the utilities being pulled out of the jail parking lot it no longer has lighting and is very dark, there is also a large dirt patch were Crown Bail Bonds used to sit. Estimates

have been gathered to asphalt over that and to start putting parking lot lighting in. It will be done in two phases with the lights and poles being purchased by Facilities and then having a contractor do the trenching and help with the installation. Commissioner White asked Director Navarro to share his idea in regards to the fair; Mr. Navarro said that in learning the importance of 4H to Canyon County and looking at some of the events that the building is rented out for on the weekends we may not be recouping the cost with having to regrade the arena and cleaning bathrooms afterwards. He thought perhaps a good gesture from the County may be to offer the building for full 4H use at no cost. It is simply his opinion just based on learning that they are renting church space and using monies to have other 4H activities and thought maybe the county could partner with them to offer the building as their 4H central location. Commissioner White thinks it's a great idea and needs consideration as there are some organizations that rent the building but are very hard on it. Commissioner Dale thinks this may be an appropriate time to evaluate the facility rental fees and any damage fees. Commissioner Dale asked about the rental for the horse boarding but Mr. Navarro does not yet have an answer; he's reached out to Director Sinner but she is on vacation this week. Director Rast continued with his meeting and gave an update on the following items: Director Sinner would like IT to take over the processing of mail for the fair, they have a meter machine now but it is getting old and not working very well; he has offered the courthouse mailroom services but it will still require the fair employees to come to the courthouse for mail services although IT does have a vehicle and may be able to help with some of the pick-up and delivery; the details are still being worked out. Commissioner White and Dale were okay with this service as long it will be beneficial and not add any costs to the IT department. IT will also be taking over the fair website, including designing a new website for them, which they will probably start right after the fair concludes so they'll have August thru November to get it completed. Right now the site is being hosted outside the county and by having IT take it over there will be a cost savings. Concerts tickets will continue to be sold thru an e-ticket system. There is wireless site-to-site at the fairgrounds with plans to update this fall, Director Rast asked if the Board is still wanting to put money into the infrastructure of the fairgrounds. Commissioner Dale is in favor of it as the fair will be at that location for the foreseeable future. Additionally, the phone system will also need to be upgraded in the fall. Director Rast has made contact with a new computer vendor as the county was paying 32.5% – 60% more than it should be with the vendor that was previously used and it will be removed from the preferred vendor list. Contracts have been set up directly with HP and Dell for the custom use. With this new vendor there will be an opportunity to get demo units for the county to use for 30 – 60 days before there is a purchase. Director Rast presented a PO for \$69,000, this is for the OnBase expansion of licenses; the budgeted amount was \$73,000 so the remaining amount will be used for renewal that comes due in September. He has heard rumors thru other departments that they want to hire OnBase administrators for the paperless software but he cautions the Board to really look at that because he feels the OnBase expertise should be in IT. They have a new position that they've hired for this very purpose and OnBase is not a software to just be installed and used, a solution needs to be developed first. Commissioner White suggested Director Rast attend the elected officials meeting in March to discuss this issue. The OnBase system will eventually replace all paperless programs including PaperClip and PaperVision. The MOU with the City of Caldwell for the dark fiber was signed Monday, it will be coming back soon for Board

signatures. Mr. Rast reported that they now have numbers back from Idaho Tower for the landfill and Lake Lowell; the numbers are within budget with the exception of the landfill. The landfill came in at \$70,000 but he said Director Loper is looking at that and working with legal on how this going to come about. Lake Lowell and Celebration Park came to \$58,000 total, which will include a 25 ft. tower at Lake Lowell to get the elevation up. There will need to be some coordination with facilities as there will be some trenching between the office, the shop and the tower. Director Rast believes this will be a great extension of the network at these locations because it will now allow for wireless badging, Wi-Fi access and cameras. He is hoping to get Celebration Park completed in the spring or early summer so that the service will be available during the busy season at the park. With this new equipment, the signals between the sites will be FCC certified and the county will be on its own frequency so it can't be hacked or disturbed. The meeting concluded at 8:51 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NOS. 2016-1710 AND 2017-90

The Board met today at 9:03 a.m. to conduct a medical indigency hearing for Case Nos. 2016-1710 and 2017-90. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Hearing Specialist Michelle Kidd, Timothy Ryan from Saint Alphonsus Regional Medical Center, and Deputy Clerk Monica Reeves. The applicant did not appear for the hearing. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to take both cases under advisement and issue a written decision within 30 days. The hearing concluded at 9:11 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-962

The Board met today at 9:14 a.m. to conduct a medical indigency hearing for Case No. 2016-962. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, the applicant, Kelly Hobza and Michelle Davis from St. Luke's Regional Medical Center, Attorney Mark Peterson and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to place the case in suspension pending further information. The hearing concluded at 9:21 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-722

The Board met today at 9:24 a.m. to conduct a medical indigency hearing for Case No. 2016-722. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, the



applicant's husband, Flyer Seabrook and Michelle Davis from St. Luke's Regional Medical Center, Attorney Mark Peterson, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to take the case under advisement for approval with a written decision within 30 days. The hearing concluded at 9:32 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NOS. 2017-104 AND 2017-105

The Board met today at 9:36 a.m. to conduct a medical indigency hearing for Case Nos. 2017-104 and 2017-105. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Hearing Specialist Michelle Kidd, the applicant, Kelly Hobza and Michelle Davis from St. Luke's Regional Medical Center, Attorney Mark Peterson, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to continue the hearing to May 4, 2017. The hearing concluded at 9:47 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-109

The Board met today at 9:50 a.m. to conduct a medical indigency hearing for Case No. 2017-109. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Hearing Specialist Michelle Kidd, the applicant, Kassi Daugherty and Michelle Davis from St. Luke's Regional Medical Center, Attorney Mark Peterson, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to continue the hearing to April 6, 2017 at 9:00 a.m. The hearing concluded at 10:06 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-1064

The Board met today at 10:09 a.m. to conduct a medical indigency hearing for Case No. 2016-1064. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Hearing Specialist Michelle Kidd, Flyer Seabrook and Michelle Davis from St. Luke's Regional Medical Center, Attorney Mark Peterson, and Deputy Clerk Monica Reeves. The applicant did not appear for the hearing. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to take the case under advisement and issue a written decision of denial within 30 days. The hearing concluded at 10:21 a.m. An audio recording is on file in the Commissioners' Office.

### MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-1396

The Board met today at 10:23 a.m. to conduct a medical indigency hearing for Case No. 2016-1396. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Hearing Specialist Michelle Kidd, Kassi Daugherty and Michelle Davis from St. Luke's Regional Medical Center, Attorney Mark Peterson, and Deputy Clerk Monica Reeves. The applicant did not appear for the hearing. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to place the case in suspension pending the social security resource. The hearing concluded at 10:28 a.m. An audio recording is on file in the Commissioners' Office.

### MEDICAL INDIGENCY MATTERS

The Board met today at 10:30 a.m. to consider medical indigency matters. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Hearing Specialist Michelle Kidd, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to continue Case No. 2016-847 to April 6, 2017. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to take Case No. 2017-165 under advisement. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to deny the following cases, with a written decision to be issued within 30 days: Case Nos. 2017-27, 2017-102, 2017-204, 2016-1607, and 2017-65. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to issue a determination of denial for the following cases: Case Nos. 2017-61, 2016-1680, 2017-15, 2017-171, 2017-92, 2016-1599, 2016-1337, 2016-1287, 2016-1367, and 2016-1587. The proceeding concluded at 10:35 a.m. An audio recording is on file in the Commissioners' Office.

### LEGAL STAFF UPDATE, AND SIGN LETTER OF SUPPORT OF PROJECT ARROWHEAD

The Board met today at 10:43 a.m. for a legal staff update and to consider signing a letter of support for Project Arrowhead. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Brad Goodsell, Deputy P.A. Mike Porter, HR Director Sue Baumgart, who arrived at 10:50 a.m., and Deputy Clerk Monica Reeves. The Board met with representatives from Project Arrowhead earlier this week and had some preliminary negotiations with them regarding matters of commerce and they've requested the Board sign a letter of support to the Department of Commerce for their project. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously

to sign the letter of support which will be sent to Director Megan Ronk at the Department of Commerce, a copy of which is attached to this day's minute entry. The Board went into Executive Session at 10:44 a.m. as follows:

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

Commissioner White made a motion to go into Executive Session at 10:44 a.m. pursuant to Idaho Code, Section 74-206(1) (b), (c) and (d) regarding a personnel matter, acquisition of an interest in real property, and records exempt from public disclosure and attorney-client communication. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Brad Goodsell, Deputy P.A. Mike Porter, and Deputy Clerk Monica Reeves. Mr. Goodsell left at 10:49 a.m. HR Director Sue Baumgart arrived at 10:50 a.m. The Executive Session concluded at 11:07 a.m. with no decision being called for in open session.

An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

CONSIDER SIGNING MEMORANDUM OF UNDERSTANDING BETWEEN CANYON COUNTY AND BONNEVILLE COUNTY FOR THE ASSIGNMENT OF STEVE JETT TO CONDUCT PREA AUDIT

The Board met today at 11:11 a.m. to consider signing a Memorandum of Understanding (MOU) between Canyon County and Bonneville County for the assignment of Steve Jett to conduct a Prison Rape Elimination Act (PREA) audit. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Zach Wesley, Juvenile Detention Director Steve Jett, and Deputy Clerk Monica Reeves. Director Jett is certified by the Department of Justice to do PREA audits for the prison rape elimination act and the MOU is a cooperative agreement between Canyon County and Bonneville County to reimburse us for the time he spends doing the audit. Zach Wesley said it's a unique relationship where we're lending Director Jett to the other counties as a friendly way to help them conduct business and save costs and give him the benefit of learning things he can bring back to our facility. It makes it clear that the contract does not affect his at-will status and makes sure the counties can get out of the contract if we were to no longer employ Director Jett. The scope of work and costs are explained in the exhibits. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to sign the MOU with Bonneville County for the assignment of Steve Jett to conduct a PREA audit. (See Agreement No. 17-009.) The meeting concluded at 11:21 a.m. An audio recording is on file in the Commissioners' Office.

**NINETEENTH DAY OF THE FEBRUARY TERM, A.D., 2016  
CALDWELL, IDAHO MARCH 10, 2017**

**PRESENT: Commissioner Steven J. Rule  
Commissioner Pam White  
Commissioner Tom Dale  
Deputy Clerk Monica Reeves/Jenen Ross**

**APPROVED PURCHASE ORDER**

The Board approved the following purchase order(s):

- Bonneville Blueprint Supply in the amount of \$22,766.76 for the Solid Waste department
- Henriksen Butler in the amount of \$2450.00 for the Prosecuting Attorney Office

**MONTHLY MEETING WITH ADMINISTRATIVE DISTRICT JUDGE TO DISCUSS GENERAL ISSUES**

The Board met today at 8:00 a.m. for a monthly meeting with the Administrative District Judge to discuss general issues. Present were: Commissioners Pam White and Steve Rule, Judge Brad Ford, and Deputy Clerk Monica Reeves. Judge Ford reported on the following topics: courtroom remodel and audio system improvements that have been made; he's reached out to the elected officials about his desire to have a periodic meeting to improve communication and make sure everybody is on the same page; the Odyssey program was discussed; Judge Kerrick will be leaving at the end of the month and four names have been sent to the Governor: Gene Petty, Matt Roker, Chris Topmiller and Thomas Whitney. Judge Kotyk will retire in September and the Magistrates Commission will start again in the next few weeks. Commissioner Rule spoke of his surprise about comments that were made by Judge Burdick when he recently visited the Commissioners' Office. He understood the Judge to imply that previous Boards did not support the courts and Commissioner Rule found those remarks disturbing. Judge Ford said he will pass along the concern, and then he thanked the Board for the support and spoke of the strides that have been made in the last four years with the transition to the administration building and the construction of new courtrooms. No Board action was required or taken. The meeting concluded at 8:31 a.m. An audio recording is on file in the Commissioners' Office.

**LEGAL STAFF UPDATE**

The Board met today at 9:02 a.m. for a legal staff update. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Brad Goodsell, Deputy P.A. Mike Porter, and Deputy Clerk Monica Reeves. Commissioner Dale reported on the Lake Lowell preseason coordination meeting he attended this morning. There wasn't anything proposed and it was asked what the regulations or closures for the grebe protection will be this year and it was his understanding there wouldn't be any restrictions on the "narrows" area. They put some added restrictions in there last year but they didn't have any documentation that anything had changed so they're not doing it this year. They talked about carp control and how there are two fishing operations trolling for carp but it's not controlling the population. The Parks Department reported it would take the entire production for rotenone in the United States for a year and a half to treat the carp problem in Lake Lowell. There is a koi virus that can be used but it will be difficult to convince the public it will be safe to put a virus into a swimming lake. Commissioner Dale thinks the best option is to introduce the sterile tiger muskie and if we see that they're affecting the ducks rather than the carp then we won't put anymore in there. He wants to take a delegation to Portland to discuss the Lake Lowell issue, and he'd like Parks Director Tom Bicak to provide some numbers about where to get the fish and how much it will cost and try to do it this summer. Commissioner Rule supports that idea and he supports sending a delegation to Portland. The Board went into Executive Session as follows:

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

Commissioner Rule made a motion to go into Executive Session at 9:10 a.m. pursuant to Idaho Code, Section 74-206(1) (c) and (d) regarding an acquisition of an interest in real property and records exempt from public disclosure and attorney-client communication. The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Brad Goodsell, Deputy P.A. Mike Porter and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:25 a.m. While in open session Commissioner Dale asked for a motion to amend the authority to enter into Executive Session to include the section for named personnel. Upon the motion by Commissioner White and the second by Commissioner Rule, the Board voted unanimously to amend the authority to enter into Executive Session to include Idaho Code, Section 74-206(1) (b).

An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

CONSIDER SIGNING CHANGE ORDER WITH TETRA TECH

The Board met today at 9:34 a.m. to consider a change order with Tetra Tech. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Brad Goodsell, Landfill Director David Loper, and Deputy Clerk Monica Reeves. Brad Goodsell said this is a proposed change order to the existing agreement with Tetra Tech, and the scope of work involves three different things: well abandonment, updates to the operations plan as well as conceptual landfill expansion plan. The total is \$68,849. Director Loper said he budgeted for these items for FY2017 and he explained that the well needs to be abandoned because it's in the middle of the site and at some point it will be under hundreds of feet of garbage so we want to make sure it's detailed and done correctly. In 2015 he applied for an extension to the operations plan and they are due for a recertification for 2018. The last phase is putting together a conceptual expansion cut and fill plan so that in the future he can bring for discussion the proposal for expanding the site, if that's something the County wants to do. Upon the motion of Commissioner White and the second by Commissioner Rule the Board voted unanimously to sign the change order with Tetra Tech. The meeting concluded at 9:41 a.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING TO CONSIDER A PRELIMINARY PLAT AND IRRIGATION & DRAINAGE PLAN FOR SMALL WOOD TRAIL SUBDIVISION

The Board met today at 10:01 a.m. to conduct a public hearing to consider a request by Eric Houdek and Dennis Garrison for approval of a preliminary plat, final plat and irrigation and drainage plan for Small Wood Trail Subdivision, Case No. SD-PH2016-13. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, DSD Planner Deb Root, Eric Houdek, Dennis Garrison, and Deputy Clerk Monica Reeves. Debbie Root gave the oral staff report noting that the property is currently conditionally rezoned rural residential, subject to a development agreement the Board approved on May 29, 2013. The applicants have submitted their preliminary plat in accordance with the development agreement and zoning ordinance requirements. The project will be a five-lot subdivision restricted by the conditional rezone and development agreement. The County surveyor has indicated the plat is in accordance with the ordinance and statutes. There is an agreement with the highway district to develop Trail Lane in the future. The P&Z Commission recommended it for approval and staff is recommending approval as well. Eric Houdek stated he has obtained approval from the appropriate agencies; he just needs the County Treasurer's signature. Ms. Root said the final plat will be brought back to the Board at a later date. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to close public testimony. Commissioner Rule made a motion to approve the preliminary plat and irrigation and drainage plan for Small Wood Trail Subdivision, Case No. SD-PH2016-13. The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor. The motion carried unanimously. The meeting concluded at 10:08 a.m. An audio recording is on file in the Commissioners' Office.

#### CONSIDER REFUND RESOLUTION FOR STEVEN BARFUSS

The Board met today at 10:11 a.m. to consider a resolution refunding a building permit fee to Steven Barfuss. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, and Deputy Clerk Monica Reeves. Director Nilsson said Mr. Barfuss is a local contractor who has two clients who have decided to discontinue their building permits projects and so staff is requesting a refund of the fees he paid minus the time staff spent on zoning and plan review. The total refund for both permits would be \$1,437. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to issue a refund to Steven Barfuss. (See Resolution No. 17-044.) The meeting concluded at 10:12 a.m. An audio recording is on file in the Commissioners' Office.

#### CONSIDER APPROVING TAX CHARGE ADJUSTMENTS BY PIN AND FILE TREASURER MONTHLY & QUARTERLY REPORTS

The Board met today at 10:31 a.m. to consider approving tax charge adjustments by PIN for December and January, and to file the Treasurer's Monthly and Quarterly Reports. Present were: Commissioners Tom Dale and Pam White, Treasurer Tracie Lloyd, and Deputy Clerk Monica Reeves. Treasurer Lloyd said the tax charge adjustments are procedural and occur every month or two. In this case there are Board of Tax Appeal adjustments which adjust the tax dollars up or down, depending on the situation. The report shows a reason as to why the adjustments occurred. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to approve the tax charge adjustments for December 2016 and January of 2017 and to file the Treasurer's monthly report for November as well as the quarterly report for October through December. The meeting concluded at 10:36 a.m. An audio recording is on file in the Commissioners' Office.

THE MINUTES OF THE FISCAL TERM OF FEBRUARY 2017 WERE READ AND APPROVED AND FOUND TO BE A PROPER RECORD OF THE PROCEEDINGS OF THE BOARD OF CANYON COUNTY COMMISSIONERS, CANYON COUNTY IDAHO.

APPROVED: \_\_\_\_\_  
Commissioner Steven J. Rule

\_\_\_\_\_  
Commissioner Tom Dale

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

ATTEST: CHRIS YAMAMOTO, CLERK

\_\_\_\_\_, Deputy

DATE: \_\_\_\_\_



FIRST DAY OF THE MARCH TERM, A.D., 2017  
CALDWELL, IDAHO MARCH 13, 2017

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

APPROVED CLAIMS ORDER NO. 3-13-17

The Board of Commissioners approved payment of County claims in the amount of \$20,783.08 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Interop ITX in the amount of \$2174.25 for the Information Technology

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 9:31 a.m. for an office staff meeting. Present were: Commissioners Tom Dale and Pam White, PIO Joe Decker, Deputy Clerk Jenen Ross, Sr. Administrative Specialist Jamie Miller, and Deputy Clerk Monica Reeves. The Board reviewed this week's schedule with staff. There was discussion about the need to schedule interviews for the candidates who've applied for the fair board member vacancies. Joe Decker reported on the following communication items: April is Child Abuse Awareness month so he'll work with the Prosecutor's Office in preparing a proclamation in the coming weeks for the Board's consideration; he will attend a wrap-up meeting for the employee portal on the County's website; an election will be held tomorrow so he will be at the Elections Office tomorrow night; he will attend the Emmett High School career day on Thursday; and this week he will work on a Department of Justice grant for mental health/law enforcement collaboration. The meeting concluded at 9:49 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING A RESOLUTION REDUCING THE JUVENILE PROBATION  
DEPARTMENT'S PETTY CASH ACCOUNT, AND CONSIDER SIGNING THE SPRING 2017  
CANYON COUNTY JAIL POD 5 PERIMETER FENCING PROJECT SOLICITATION OF BIDS

The Board met today at 10:01 a.m. to consider signing a resolution reducing the Juvenile Probation Department's petty cash account, and the solicitation of bids for the Spring 2017 Canyon County Jail Pod 5 Perimeter Fencing Project. Present were: Commissioners Tom Dale and Pam White, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley,

Sheriff Kieran Donahue, Controller Zach Wagoner, Chief Probation Officer Elda Catalano, Facilities Director Paul Navarro, Olivia Weitz from the Idaho Press-Tribune, and Deputy Clerk Monica Reeves. The items were considered as follows:

**Resolution reducing the Juvenile Probation Department's petty cash account:**

A few years ago Ms. Catalano asked the Board to allow her to have petty cash because the department took payments from the public, but since then there have been modifications to where payments are made and while they still take a few payments the vast majority are now going to the courts so that means she no longer needs the amount of petty cash she requested in 2004. She is requesting to reduce the amount from \$1200 to \$300. Zach Wagoner said the Court Clerks petty cash amount was increased because they are now taking on more responsibility for receiving juvenile payments. He thinks \$300 is an appropriate amount for the Juvenile Probation Department. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to sign the resolution reducing the Juvenile Probation Department's petty cash amount. (See Resolution No. 17-045.) Ms. Catalano and Mr. Wagoner left at 10:05 a.m.

**Solicitation of bids for the Spring 2017 Canyon County Jail Pod 5 Perimeter Fencing Project:**

Sheriff Donahue said they have been looking to further the security measures of the tent facility and he believes an exterior fence around the property will further discourage anyone from leaving the facility without authorization. When Canyon County was allowed to change the classification system to a minimum security facility in 2010 a perimeter fence was one of the requirements of the City of Caldwell but the County never fulfilled its obligation to that requirement. Paul Navarro said it includes 360 linear feet of a 10-foot chain link fence that's been donated by Jerome County, but it does not include the recreation yard lid because that will be a separate bid package since it requires a different skillset. The fence will be along Chicago Street, which is an arterial road to the city, so he has applied for a variance and the hearing will likely be held in April. The fence coincides with the Sheriff's five-point plan for security; the gate on the corner will be controlled access with a card reader and will be remotely openable from the inside to Pod 5. Security cameras will be added too. Commissioner Dale said the amount of available bed space in the state has been affected by the federal government's upgrade and enforcement on immigration holds and if this facility were closed and we were not allowed to keep minimum risk prisoners in it we wouldn't have any place to put them so we must make some upgrades. If the County is successful in bringing a jail design forward it will be at least two years before we can open the jail facility and discontinue using Pod 5 as place for minimum security prisoners so we need to secure it regardless. Upon the motion of Commissioner White and the second by

Commissioner Dale to sign the Spring 2017 Canyon County Jail Pod 5 Perimeter Fencing Project Solicitation of Bids. The solicitation will be sent to four potential contractors in an effort to get at least three bids. The meeting concluded at 10:20 a.m. An audio recording is on file in the Commissioners' Office.

QUARTERLY MEETING WITH THE WEED CONTROL SUPERINTENDENT AND GOPHER DISTRICT DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 11:07 a.m. for a quarterly meeting with the Weed Control Superintendent and Gopher District Director to discuss general issues, set policy, and give direction. Present were: Commissioners Tom Dale and Pam White, Weed Control Superintendent and Gopher District Director Jim Martell and Deputy Clerk Jenen Ross. Mr. Martell gave updates on the following topics: they have collected \$6877 for weed control, \$426 for pest and have paid out \$8881 in gopher bounty; they currently have 175 owl boxes up with 6 more to go; his department recently attended the Annual Hay Certification training and Norma Hosford is attending the pre-training this week to become a certified weed applicator; the 2017 Spring Weed Control meeting will be held on March 21<sup>st</sup>; they are spraying residual to prevent the oncoming season of puncture vine; there is a new requirement to have clean water wash tanks on their truck in case of a spill. The meeting concluded at 11:32 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 11:32 a.m. for a biweekly meeting with the Director of Development services to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Pam White, Director of Development Services Tricia Nilsson and Deputy Clerk Jenen Ross. Director Nilsson gave updates on the following topics: the department revenue is currently at \$526K and total expenses are at \$512K; she will meet with the controller next week to review revenue codes so that the source of the revenue by application type is more transparent. They expect to see a couple of conditional use permits coming in for onion packing sheds, once the building permits make it thru zoning with the ag exempt structures for storage they will be fast-tracked thru DSD. She will be meeting next week with SWDH to look at the E.coli issue and see what is happening there. A map was provided to the Board showing the location and expiration of current planning and zoning commissioners; right now all of the terms expire at the end of this year so she will work with Zach Wesley to get the terms back to being staggered; P&Z Commission members need to be chosen and kept on the board based on whether or not they come prepared to hearings, amount of participation, etc., additionally, any candidate needs to have lived in the county for 2 years; each P&Z member is provided a \$75 stipend for attending a hearing or meeting in addition to mileage, Canyon County is one of the highest in the area but Commissioner Dale is not in favor of lowering it; Ms. Nilsson and Kyle McCormick will be attending a conference in Denver for a training the end of this

week. The meeting concluded at 11:53 a.m. An audio recording is on file in the Commissioners' Office.

#### QUARTERLY MEETING WITH THE COUNTY AGENT TO DISCUSS GENERAL ISSUES

The Board met today at 1:38 p.m. for a meeting with the County Agent to discuss general issues. Present were: Commissioners Tom Dale and Pam White, County Agent Jerry Neufeld Extension Educator Jackie Amende, Extension Educator Carrie Johnson and Deputy Clerk Jenen Ross. Mr. Neufeld brought the two new educators with him to introduce them to the Board. Jackie Amende is the Family and Consumer Sciences educator; she will be working with St. Al's and SWDH on the medical mobile outreach health fairs, she will be attending 5-6 each month. She will be working with the Family and Consumer Sciences educator in Ada County, she has received a grant for the diabetes prevention program in this region so Ms. Amende will be helping with that in Canyon County, they are also hoping to also do a Spanish version of the program that she will be helping with. She's seen a need for a workplace wellness program in the county, she will be having an advisory board meeting on May 25<sup>th</sup> to start discussions; Commissioner Dale suggested she get in touch with Sue Baumgart as he would really like to see a wellness program rolled out to county employees. She is part of a hypertension and diabetes coalition group and will be giving a presentation there next month about the U of I Extension services. She is hoping to do some work with the Hispanic Cultural Center with their junior chef program and maybe get 'Dining with Diabetes' program out with the Caldwell Parks and Rec.

Carrie Johnson is the 4-H Youth Development educator. She has been working a lot over the last few months to get familiar with the 4-H program in Canyon County and getting to know the community. She has a couple of employees that she supervisors, the 4-H program coordinator and 4-H specialist who works with afterschool programming at Farmway Village and some at the Nampa Housing Authority. Volunteers are helping put on "step" programs which are short-term enrollment programs that include cake decorating, knitting with the biggest enrollments being science and archery and shotgun. She has met with Juvenile Probation to work on setting up some summer day camps for some of the youth that they work with. Build Your Future is a career development program that is state-wide but there are several locations in Canyon County for youth that may not be sure what they want to do or how to get there; the program starts with a career exploration program where they can look at their interests and what kinds of jobs would align with that and then what kind of education and salary they may be looking at; right now she has Parma and Caldwell High Schools both signed up for the program. Commissioner Dale spoke to the changes that have happened recently with fair operations and that the fair will not be moving from its current location for the foreseeable future. There was recently a meeting between the City of Caldwell, the rodeo board, the College of Idaho and the County on how to work together in using that space; he let Ms. Johnson know that he'll make sure she is invited to the next meeting. She is happy to be a part of the future planning as she comes from a different perspective and may be able to offer some additional creative ideas. The meeting concluded at 2:04 p.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 2:05 p.m. for a monthly meeting with the Parks Director to discuss general issues, set policy and give direction and to consider agenda items. Present were: Commissioners Tom Dale and Pam White, Parks Director Tom Bicak, Outdoor Recreation Planner Nicki Schwend, Deputy P.A. David Eames, Olivia Weitz from the Idaho Press-Tribune, Representative from the Sheriff's Office (left at 2:15 p.m.) and Deputy Clerk Jenen Ross.

**Consider Signing Ordinance Designating the County Gun Range Advisory Board and Consider Signing Legal Notice Requesting Participation on Gun Range Community Advisory Board**

Director Bicak explained that the George Nourse Gun Range is the responsibility of Canyon County Parks, Cultural and Natural Resources and he has been working with several agencies to bring the gun range up to code. When the gun range was first created it was a fast, without blueprint process but there are codes that gun ranges are supposed to be built to so they are looking at how to convert the gun range to something safer and meets the expectation of the citizens and visitors. The first step is to give the citizens a say in how the range is maintained. David Eames explained the best way to move forward would be to create an ordinance to create an advisory body, which would be made up of 5 Canyon County citizens. Requests for applications will be noticed in the newspaper; they will be looking for citizens who have some expertise in various areas that could be helpful as far as firearm safety and experience in gun ranges, vendors, citizens that have legal knowledge – anyone who could be an asset to the Board. The board will also have two special advisory members from the County, one from Parks and one from the Sheriff's Office. The intent is to have regular monthly meetings where they will discuss and vote on certain issues and then those items will be brought to the Board of Commissioners by the two special advisory members. The goal is to get the community involved in the direction the gun range should go and help solve some of the issues. Mr. Eames explained that the first item to be signed is the ordinance designating a County gun range board as an advisory body, then a legal notice requesting participation and for people to apply to be on the board, additionally a summary of the ordinance will also be published. Commissioner Dale asked about the wording in regards to term limit, he would like to see a specified term with the terms being staggered. Mr. Eames said the ordinance could be altered to specify terms. It was agreed that terms would be broken up with 3 members serving a 4-year term and 2 members serving a 2-year term and once their term expires they can be reappointed to another 4-year term. Commissioner White made a motion to sign the ordinance designating the county gun range advisory board with the suggested changes, Commissioner Dale seconded the motion with the Board voting unanimously to sign the ordinance (See Ordinance No. 17-003).

**Consider Signing Solicitation of Bids for Celebration Park Water Well Construction**

Director Bicak said they are in the process of getting a well at Celebration Park but it needs to go thru the bid process. The DEQ has approved the project and the Idaho Department of Water Resources is reviewing the water right at this time and there shouldn't be a problem.

There was one issue earlier with a map that was sent back but it has been corrected and resubmitted so he anticipates that any day now water rights should be granted. DEQ has approved the well as submitted, however, that doesn't mean the water system at Celebration Park is not under scrutiny. Seven qualified well drilling companies have been identified for this project and they will be asked to submit bids for the well. Commissioner White made a motion to sign the solicitation of bids for the Celebration Park Water Well Construction, Commissioner Dale seconded the motion with the Board voting unanimously to sign the solicitation of bids.

Nicki Schwend gave an update on the following items: They are continuing to work with the Melba Fire Department on the wildland fire awareness campaign. They will also be attending a meeting on March 15<sup>th</sup> to discuss concerns regarding the Victory Lane access at Celebration Park and the Snake River Canyon. IT has been working on an online booking system for the educational programs at the parks. Contractors were recently out to do line of sight testing between the Pickles Butte landfill to Lake Lowell office. Eagle Scouts were out helping to improve the approach to the bridge, which helped make it safer and improve the erosion that's happened there. Clean-up has happened at the fishing access. Trash pick-up, clean-up from the sandbags, dock maintenance and fallen trees are being taken care of at Jubilee Park. The fence line at Celebration Park is being completed. The shed at the Clark Farm has collapsed under the weight of the snow; Director Bicak said they are still working with the attorneys and the USDA to acquire that land to be designated as a historical farm but it will stay in active farming and provide an educational opportunity. There was a pre-season coordination meeting on March 10<sup>th</sup> at the Deer Flat National Wildlife Refuge to discuss happenings from last year, expectations for this year; discussions included the swim areas, weed patches, lake events, incident reporting, equipment, safety and signage; the extended season of the boat docks was discussed, everyone is amenable to the compromise so instead of the boat docks being brought in on September 30 it will now be October 30 depending on weather. There was discussion regarding the grebes but there will not be any closures because of the grebes but the U of I has received a grant to study the grebes; Commissioner Dale stated he feels that taking no action against the carp would be the same as not taking action to save the grebes. Director Bicak has done some research on the subject, there is a proposal from Oregon Fish and Game to put tiger muskie in Phillips Reservoir (this is a reservoir in Oregon with a similar problem), the proposal is from 2012 so he will speak with the Oregon fish and game officials to see how successful the program was. The Idaho State Historic Preservation Office has awarded a grant for the Historic Preservation Plan. The Army Corps of Engineers and the BLM recently visited Celebration Park and the Crossroads Museum. Laura has been working with the BLM and the Wild Science Explorers on educational programs; they are working on expanding with the two groups the 5<sup>th</sup> grade wildland fire field trips and float trips from Swan Falls down to the parks facility with hope of expanding the programs they get to see. They are down one park tech but will be conducting interviews to fill that position. Jon Harman, the inventor of the DStretch technology, will be visiting the museum and giving a presentation the last weekend in May. Also, Dr. Ed Krupp is an astronomer who will be visiting Celebration Park in August and has requested to see the petroglyphs at Wees Bar; additionally he will be giving a presentation called 'Echoes of the Ancient Skies' on August

24<sup>th</sup> at the Crossroads Museum. The meeting concluded at 2:43 p.m. An audio recording is on file in the Commissioners' Office.

SECOND DAY OF THE MARCH TERM, A.D., 2017  
CALDWELL, IDAHO MARCH 14, 2017

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

CONSIDER FINAL PLAT FOR BRITTANIA HEIGHTS NO. 2 (PHASE I) CASE NO. PH2015-54

The Board met today at 8:34 a.m. to consider a final plat for Britannia Heights No. 2 (Phase I) Case No. PH2015-54. Present were: Commissioners Tom Dale and Pam White, DSD Planner Jennifer Almeida, John Carpenter, and Deputy Clerk Monica Reeves. Jennifer Almeida said the applicant has complied with the preliminary plat conditions of approval and completed a portion of the subdivision improvements and has submitted a letter of credit payable to Canyon County for the remaining work to be done, which includes a portion of the private roadways, pressurized irrigation, fencing and the completion of the wastewater treatment facility. The plat meets Idaho Code and the Canyon County Zoning Ordinance requirements and has been reviewed by Keller and Associates. Staff recommends the Board approve and sign the final plat. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to approve the final plat for Britannia Heights No. 2(Phase I), Case No. PH2015-54. The meeting concluded at 8:36 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 8:55 a.m. for a biweekly meeting with the Human Resources Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Pam White, HR Director Sue Baumgart and Deputy Clerk Jenen Ross. Director Baumgart reported on the following items: She is working with Nicole Ahlstrom in regards to a wellness program; Ms. Ahlstrom will be attending a wellness program conference to learn more about coordinating a program to get people involved and engaged. A benefits overview has been created so at a departments request they are able to go out to the department and review all the benefits that are offered and perks that employees may not be aware of. Ms. Baumgart has been speaking with the Controller and the auditor's office to discuss the possibility of a new vendor for a payroll

system that could include a recruiting tracking system. She has been working closely with the facilities and the PA's office in regards to the salary rate & access control request, she has received approval of changes from the PA's office so she will be bringing that to the Board for review. Director Navarro has made maps of the courthouse and the admin building showing the access points so that the security access form can be filled out accurately. The form will now be separated, there will be one that is just the salary rate request form and one for security access; additionally, there will be a portion to just mirror another employees access so a complete sheet will not have to be filled out each time. She will also be including a section to be filled out for temporary, seasonal and contractors that will include a start and end date, if the contractor needs an extension the EO can request that extension. There have been issues in the past were a contractor's work is complete but the facilities department is not alerted leaving access cards active after the project is complete. Currently HR handles access to exterior doors and facilities handles the interior doors, soon facilities will be taking over all door accesses but the creation of the badge will remain with HR. The personnel manual is still being worked on, she is having regular meetings with Mike Porter and Zach Wesley in the PA's office; they are working out small pieces at a time instead of one big roll out. The manual will be reduced from approximately 170 pages to approximately 40 pages as there seems to be a lot of redundancy and blank pages. Several staff members will be attending training to help improve customer service and HR knowledge. The meeting concluded at 9:09 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION TO DISCUSS PERSONNEL MATTERS, RECORDS THAT ARE EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION AND TO COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

*Note for the record: As properly noticed the Board met today at 9:12 a.m. for a legal staff update. A request was made to go into Executive Session to discuss personnel matters, records that are exempt from public disclosure and attorney-client communication and to communicate with risk manager regarding pending/imminently likely claims.*

Commissioner White made a motion to go into Executive Session at 9:13 a.m. pursuant to Idaho Code, Section 74-206 (1) (b), (d) and (i). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale and Pam White, Fair Director Diana Sinner, Event Coordinator Ellen Tingstrom, Deputy P.A. Zach Wesley and Deputy Clerk Jenen Ross. The Executive Session concluded at 9:59 a.m. with no decision being called for in open session.

BIWEEKLY MEETING WITH THE INTERIM FAIR DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION AND TO CONSIDER SIGNING FAIR CONTRACTS

The Board met today at 9:59 for a biweekly meeting with the interim Fair Director to discuss general issues, set policy and give direction and to consider signing fair contracts.



Present were: Commissioners Tom Dale and Pam White, Fair Director Diana Sinner, Event Coordinator Ellen Tingstrom, Deputy P.A. Zach Wesley and Deputy Clerk Jenen Ross. Ms. Sinner updated the Board on the following items: Director Navarro and his team have been at the fairgrounds doing work and things are looking much better; doors will be coming in but there are new door locks that have been installed; bathrooms have been updated and the grounds are being worked on. Commissioner Dale stated the meetings with the stakeholders need to continue but Ms. Sinner indicated that she's not received any follow-up and she's not sure who is really heading up that group. Commissioner Dale said he originally headed up the group but has asked Ms. Sinner to get in contact with Mayor Nancolas to see about scheduling another meeting; he also mentioned that the educators from the County Agents office were in yesterday and it may be good to invite them to the next meeting. She has met with Zach Wesley to discuss the contracts, their current status and how to streamline the process moving forward. Commissioner Dale asked Ms. Tingstrom about liability insurance in regards to damages to the building when they're rented for an event as Director Navarro is concerned about possible damages to the large fans that will be installed. Ms. Tingstrom said all the renters have insurance and they also have to pay a deductible; the deductible amount is based on the event that is being held and the likelihood of damage occurring. She said in the past if a renter has caused damage they've been made to pay for the repairs. She has also been working with Mr. Wesley to revise some of the language in the contracts and has contacted Ray Wolfe at the Hartwell Group in regards to insurance. Commissioner White presented the idea of giving 4-H first right of refusal as a goodwill gesture. Ms. Tingstrom explained that they currently have 8 free days; her only issue would be that she'd need to know their calendar of events in advance as she does have some paying renters that are paid 2-3 years in advance. Ms. Sinner said she'd be happy to reserve the building for them if they can get the dates to them as soon as possible. Commissioner Dale suggested that if we offer the building to 4-H maybe specify a certain amount to be weekends and a certain amount to be weekdays as weekends are the most popular for renting the facility to paid renters. On an annual basis rental of the fair building brings in approximately \$40-\$50K which does not include the concession stand or stall rental. Commissioner Dale also mentioned that Director Navarro had asked about the policy for renting the horse stalls on a pass-thru basis. Ms. Tingstrom said that there is a padlock with a 4-digit code and she provides them with her cell phone number if they have any issues. She also mention that they'd had an issue with a door not being locked when they returned the next morning, nothing in the office seemed to be disturbed but as a safety measure the facilities department will be putting cameras on the doors.

**Consider signing Talent Coordinator Agreement with Rico Weisman of Boise Arts & Entertainment for the Canyon County Fair, Entertainment Contract with Matt Henry, Fusion Talent Group Entertainment Contract for the Canyon County Fair and Dance Competition Coordinator Contract for the Canyon County Fair**

Zach Wesley explained these are primarily entertainment contracts and then a coordinator contract for Rico Weisman who negotiates the agreements. Mr. Wesley said these are all vendors that have been worked with in the past and that all the contracts have been reviewed and approved by the legal department; they include the standard insurance clauses and indemnification. Commissioner White made a motion to sign the talent

coordinator agreement with Rico Weisman (See Agreement no. 17-010), Entertainment contract with Matt Henry (See Agreement no. 17-011), Fusion Talent Group Entertainment Contract (See Agreement no. 17-012) and the dance competition coordinator contract (See Agreement no. 17-013) for the Canyon County Fair, the motion was seconded by Commissioner Dale and the Board voted unanimously to sign the contracts as read into the record. The meeting concluded at 10:16 a.m. An audio recording is available in the Commissioners' Office.

#### CONSIDER SIGNING INFORMATION TECHNOLOGY SERVICES AGREEMENT WITH WEST VALLEY HUMANE SOCIETY AND CANYON COUNTY

The Board met today at 10:35 to consider signing Information Technology Services Agreement with West Valley Humane Society and Canyon County. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Allen Shoff, Deputy P.A. Zach Wesley Director of IT Greg Rast and Deputy Clerk Jenen Ross. Mr. Shoff explained that this agreement is between West Valley Humane Society and Canyon County with the idea being that it would be more efficient for them to have access to county IT services, these services will come with compensation to the county as lined out in the agreement which has already been signed by the West Valley Humane Society. The IT department will be providing telephone, network and internet access. IT will also be providing service and support which will be billed to the WVHS on an hourly basis. Mr. Wesley stated this is possible because the building is being leased from the County to the WVHS – they are already tied into the county network, it's a county building and it's in the best interest of the county to maintain those networks and connections. The network side of the system to deliver the services belongs to the county but most of the other equipment belongs to the WVHS. Commissioner White made a motion to sign the information technology services agreement with West Valley Humane Society and Canyon County (See Agreement no. 17-014A), the motion was seconded by Commissioner Dale with the Board voting unanimously to sign the agreement. The meeting concluded at 10:44 a.m. An audio recording is on file in the Commissioners' Office.

THIRD DAY OF THE MARCH TERM, A.D., 2017  
CALDWELL, IDAHO MARCH 15, 2017

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

No meetings were held this day.

FOURTH DAY OF THE MARCH TERM, A.D., 2017  
CALDWELL, IDAHO MARCH 16, 2017

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

No meetings were held this day.

FIFTH DAY OF THE MARCH TERM, A.D., 2017  
CALDWELL, IDAHO MARCH 17, 2017

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

#### APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Steve Philpott, Stacy Moylan and Caroline Reynolds.

#### APPROVED CLAIMS ORDER NO.1712

The Board of Commissioners approved payment of County claims in the amount of \$1,530,571.28 for a County payroll.

#### APPROVED CLAIMS ORDER NO. 3-24-17

The Board of Commissioners approved payment of County claims in the amount of \$158,093.26, \$177,484.06, \$49,965.51 for a County payroll.

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- HP Inc. in the amount of \$1210.00 for the Information Technology department
- Henriksen Butler Design Group in the amount of \$1028.77 for the Public Defender department
- Big Ass Fans in the amount of \$8280.00 for the Facilities department
- Michael Kane in the amount of \$6568.00 for the Facilities department
- Pavement Specialties of Idaho in the amount of \$19,452.37 for the Facilities department
- Quality Electric in the amount of \$23,515.00 for the Facilities department
- WESCO in the amount of \$7150.00 for the Facilities department
- Alpine Construction in the amount of \$7617.38 for the Facilities department
- Caldwell Glass in the amount of \$18,842.50 for the Facilities department
- Peterson Stampede in the amount of \$27,500.00 for the Fleet department
- Big Ass Fans in the amount of \$24,840.00 for the Facilities department
- IBM in the amount of \$10,386.40 for the Information Technology department

#### CONSIDER INDIGENT DECISIONS

The Board met today at 8:49 a.m. to consider indigent decisions. Present were: Commissioners Pam White and Steve Rule, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, Hearing Generalist Kellie George, Senior Administrative Specialist Jamie Miller, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to issue initial denials with a written decision to be issued within 30 days on the following cases: Case Nos. 2017-609, 2017-587, 2017-574, 2017-608, 2017-446, 2017-564, 2017-589, 2017-551, 2017-464, 2017-606, 2017-480, 2017-586, 2017-557, 2017-575, 2017-573, 2017-610 and 2017-447. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to issue initial final approvals on the following cases: Case Nos. 2017-30, 2016-1559, 2016-1704, 2016-745, 2016-1099, 2016-1289, 2016-1206, 2017-83, 2016-1722 and 2016-925. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to deny the following cases: Case Nos. 2017-177, 2016-1714, 2016-697, 2016-746, 2016-1517, 2017-36, 2017-94. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to amend its previous final denial to a final approval for Case No. 2016-1064 in light of new information that was presented. Director Baker informed the Board of a request by the estate of a deceased applicant to reduce their reimbursement amount by \$5,000 for Case No. 2006-268. Based on the payment history associated with the case, Director Baker does not recommend the amount be reduced. Commissioner Rule made a motion to not accept the proposed \$5,000 reduction. The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners White and Rule voting in favor of the motion which carried

unanimously. The meeting concluded at 9:00 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION – RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

*Note for the record: As properly noticed the Board met today at 9:03 a.m. for a legal staff update. A request was made to go into Executive Session to discuss records exempt from public disclosure and attorney-client communication, and to communicate with the County's risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:*

Commissioner Rule made a motion to go into Executive Session at 9:03 a.m. pursuant to Idaho Code, Section 74-206(1) (d) and (i). The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule and White voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Senior Administrative Specialist Jamie Miller, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:37 a.m. While in open session Commissioner White said no decisions were made in Executive Session although direction was given.

CONSIDER SIGNING FINAL PLAT FOR SMALL WOOD TRAIL SUBDIVISION

The Board met today at 9:45 a.m. to consider the final plat for Small Wood Trail Subdivision. Present were: Commissioners Pam White and Steve Rule, DSD Planner Debbie Root, Eric Houdek, Senior Administrative Specialist Jamie Miller, and Deputy Clerk Monica Reeves. Debbie Root said all signatures are in place. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to authorize the vice chair to sign the final plat. The meeting concluded at 9:46 a.m. An audio recording is on file in the Commissioners' Office.

AMENDMENT TO AGENDA: CONTINUED LEGAL STAFF UPDATE

The Board met today at 2:28 p.m. to consider amending its agenda to include a continued legal staff update. Present were: Commissioners Tom Dale and Pam White, Chief Civil Deputy P.A. Sam Laugheed, and Deputy Clerk Monica Reeves. Mr. Laugheed asked for a motion and vote to amend the agenda to include a continued legal staff update which is needed due to fast-evolving circumstances that if not addressed timely could lead to financial injury or other consequence, and also because Commissioner Dale is not going to be here in order to have his voice heard on the matter for the next few days. (That explanation is why we didn't have 24 or 48 hours' notice on this issue.) Upon the motion of

Commissioner White and the second by Commissioner Dale, the Board voted unanimously to amend the agenda to have a legal staff update today at 2:29 p.m. Mr. Laugheed suggested the Board go into Executive Session as follows:

EXECUTIVE SESSION – RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

Commissioner White made a motion to go into Executive Session at 2:30 p.m. pursuant to Idaho Code, Section 74-206(1) (d) and (i) discuss records exempt from public disclosure and attorney-client communication, and to communicate with the County's risk manager regarding pending/imminently likely claims. The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Pam White and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, and Deputy Clerk Monica Reeves. The Executive Session concluded at 2:52 p.m. with no decision being called for in open session. While in open session Mr. Laugheed said he received direction from the Board and there will be more on the record next week after he is able to compile some documents.

An audio recording of the open portion of the discussion is on file in the Commissioners' Office.

SIXTH DAY OF THE MARCH TERM, A.D., 2017  
CALDWELL, IDAHO MARCH 20, 2017

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

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:31 a.m. for an office staff meeting. Present were: Commissioners Pam White and Steve Rule, Deputy Clerk Jenen Ross, Sr. Administrative Specialist Jamie Miller, and Deputy Clerk Monica Reeves. The Board reviewed this week's schedule with staff. The meeting concluded at 8:37 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE

The Board met today at 9:02 a.m. for a legal staff update. Present were: Commissioners Pam White and Steve Rule, Deputy P.A. Mike Porter, Captain Daren Ward, and Deputy Clerk

Monica Reeves. Mr. Porter said they do not have any items for today's meeting. Captain Ward advised that he is here today to see if any objections were filed on the Jail Pod 5 perimeter fencing project. Staff noted that no objections were filed. The meeting concluded at 9:03 a.m. An audio recording is on file in the Commissioners' Office.

#### SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

- Vapor LLC dba Vape (See Resolution No. 17-046)

#### CONSIDER SIGNING TREASURER'S TAX CHARGE ADJUSTMENTS BY PIN

The Board signed the Treasurer's Tax Charge Adjustments by PIN for February 2017

#### CONSIDER SIGNING CHILD ABUSE PREVENTION AND AWARENESS MONTH PROCLAMATION

The Board met today at 10:01 a.m. to consider signing a Child Abuse Prevention and Awareness Proclamation. Present were: Commissioners Pam White and Steve Rule, Deputy P.A. Erica Kallin, and Deputy Clerk Monica Reeves. April is child abuse awareness and prevention month and is part of a national campaign to raise awareness about the issue. Ms. Kallin spoke about the upcoming activities which include an April 3 press conference, an April 15 keeping kids safe seminar at the Nampa Library, and a superhero walk on April 22. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the proclamation recognizing child abuse prevention and awareness month. The meeting concluded at 10:04 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 10:34 a.m. for a biweekly meeting with the Fleet Director to discuss general issues, set policy and give direction. Present were: Commissioners Pam White and Steve Rule, Fleet Director Mark Tolman and Deputy Clerk Jenen Ross. Director Tolman updated the Board on the following items: He spoke about a recent purchase order that come thru for a Jeep Cherokee; he has two Jeep certified technicians and the tires will integrate into the fleet system. It won't be used as a pursuit vehicle but he'd like to test them with the Captains as they're out on the road but not in a pursuit fashion. There is about a \$7000 savings in not putting them in a pursuit vehicle and there needs to be some

diversity among the CID vehicle fleet. Additionally, he doesn't want to be reliant upon just one car dealership but the vehicle is still being purchased thru the government contract. He has just finished with the Parks service truck, it'll be on the road soon. The meeting concluded at 10:45 a.m. An audio recording is on file in the Commissioners' Office.

MEETING TO CONSIDER VARIOUS NEW PROPERTY TAX EXEMPTION APPLICATIONS AND RENEWING VARIOUS EXEMPTIONS UNDER CODES: 50-2014, 63-602B, 63-602C, 63-602D, 63-602E, 63-602GG and 63-602W

The Board met today at 10:47 a.m. to consider various new property tax exemption applications and renewing various exemptions under codes: 50-2014, 63-602B, 63-602C, 63-602D, 63-602E, 63-602GG and 63-602W. Present were: Commissioners Pam White and Steve Rule

Chief Deputy Assessor Joe Cox, Sr. Administrative Specialist Jennifer Loutzenhiser and Deputy Clerk Jenen Ross.

There has been some additional information provided in regards to the applications by Advocates Against Family Violence Inc. The Assessor does not see any reason why the exemption should not be renewed. Commissioner Rule made a motion to approve the exemption for the packet of 10 properties under Idaho code 63-602GG, the motion was seconded by Commissioner White with the Board voting unanimously to approve the exemptions.

6 applications to be exempted under Idaho code 63-602E and the Assessor recommends that the exemption is granted again for 2017. Commissioner Rule made a motion to approve the exemptions under 63-602E, the motion was seconded by Commissioner White with the Board voting unanimously to approve the exemptions as follows:

- Great America Financial Services Corporation (4 parcels)
- Leaf Capital Funding LLC (2 parcels)

12 properties that had been previously granted exemption under Idaho code 63-602C and the Assessor recommends these properties are again granted exemption. Commissioner Rule made a motion to approve the exemptions for the properties as follows under Idaho code 63-602C, the motion was seconded by Commissioner White with the Board voting unanimously to approve the exemptions.

- American Legion Loren M Trotter Post 35
- Canyon County Community Clinic
- Nampa Valley Grange #131
- Columbians of Nampa Inc.
- American Legion Diven Slonecker Post 126



- Idaho Chapter PEO
- Community Council dba Casa De Colores
- Community Council of Idaho Inc. (3 parcels)
- Canyon County Pet Haven Inc. (2 parcels)

186 properties that have been previously granted an exemption under Idaho code 63-602B and the Assessor recommends these properties are granted exemption. Commissioner Rule made a motion to approve the exemptions for the properties as follows under Idaho code 63-602B, the motion was seconded by Commissioner White with the Board voting unanimously to approve the exemptions.

- First Congregational United Church of Christ; Middleton Church of the Nazarene Inc.; Sterry Memorial Presbyterian Church Inc.(3 parcels); Evangelical Lutheran Zion Church; Harvest Life Ministries Inc.; La Iglesia DeDios Inc.; First United Methodist Church; Calvary Temple Inc.; Church of God of Prophecy Regional Office Inc.; Calvary Holiness Church Inc.; Homedale Church of the Nazarene; Wilder Assembly of God Church; Crossroads Assembly of God; Assembly of God Church Central Latin American Dist. Council; Spanish Assemblies of God Church Rosa De Saron; College of the Nazarene Inc. (5 parcels); NW District Bible Missionary Church; Southside Blvd Methodist (2 parcels); Bible Missionary Church of Greenleaf Idaho Inc.; Jehovah's Witnesses Nampa ID Inc. Lake Lowell Congregation; Grace Tabernacle Inc.; First Presbyterian Church; Bethel; First Regular Baptist Inc.; Meridian Missionary Baptist Church Inc.; Church of Christ; Jehovah's Witnesses Caldwell Idaho Inc. Central Congregation; Calvary Temple Inc.; KTSY radio station; WAT Idaho; First Christian Church of Caldwell dba Caldwell Christian Church (2 parcels); First Christian Church (4 parcels); Apostolic Assembly of Faith in Jesus Christ Inc.; First Church of the Nazarene (6 parcels); The Way Assembly of God Inc. (2 parcels); Midland Congregation of Jehovah's Witnesses Nampa; Nampa Church of Christ; Parma Miss Baptist Church; First Church of Christ Scientist; Lake Shore Dr. Baptist Church Nampa; Greenhurst Bible Church Inc.; Faith Evangelical Lutheran Church of Caldwell (2 parcels); New Covenant Baptist Church; New Jerusalem Pentecostal; Canyon Hill Church of Nazarene (4 parcels); Church of the Nazarene (3 parcels); Revival Center Church Inc.; Followers of Christ (2 parcels); Oregon Trail Church of God Inc.; Bible Missionary Church of Greenleaf Inc.; Church of God Apostolic of ID; Church of God; Treasure Valley Christian (3 parcels); Word of Truth Fellowship Inc.; Good News Community Church Inc.; New Hope Baptist Church; Church of the Nazarene; Grace Evangelical Lutheran; Church of the Brethren Inc.; First United Presbyterian (2 parcels); Messiah Lutheran Church (2 properties); Sovereign Grace Fellowship of Nampa Inc.; First Southern Baptist Church of Caldwell Inc.; Karcher Church of the Nazarene Inc. (2 parcels); Franklin

Community Church Inc.; Jehovah's Witnesses Inc. Nampa East Congregation (2 parcels); Centennial Baptist Church Inc.; Centennial Baptist Church Inc.; Wesleyan Holiness Church (2 parcels); International Church of the Foursquare Gospel; Apostolic Assembly of Faith in Jesus Christ Inc.; Treasure Valley Christian Center Inc. (3 parcels); Parma Church of the Nazarene; Church of the Nazarene; Golden Gate Baptist Church; Evergreen Heights; New Direction Inc. (3 parcels); Bible Pentecostal Church Inc. (2 parcels); Fist Friends Church of Caldwell Inc.; Salt & Light Catholic Radio (2 parcels); Bowmont Church of the Brethren (3 parcels); Greenleaf Friends Church (4 parcels); Praise Inc.; Church of God Prophecy; New Life Celebration Church of God #4888 (2 parcels); Protestant Episcopal Church of ID; Vine Outreach Ministries Inc.; Grace Episcopal Church of Nampa; First Methodist Church of Caldwell (3 parcels); Church of God Prophecy; Christian Faith Center Assembly of God Inc.(4 parcels); Crossroads Community Church Inc. (3 parcels); Trinity Evangelical Lutheran Church; Christ the King Community Church International; Anchored Church of God Inc.; West Valley Vineyard Christian Fellowship Inc.; Nampa 1<sup>st</sup> Southern Baptist Church; Fargo Community Church (2 parcels); Assemblies of God S. ID District; Boone Memorial Presbyterian Church of Caldwell Idaho Inc. (4 parcels); First Baptist Church; Iglesia Evangelica Mexicana De Wilder Inc.; First Baptist Church of Notus Inc.; Midway Bible Missionary Church; Free Holiness Church (2 parcels); Canyon County Church of Christ Inc.; Jehovah's Witnesses Inc. N. Caldwell Congregation; First Romanian Church Inc.; First Baptist Church of Roswell; Sandhollow First Baptist; Canyon Springs Christian Church Inc.; Lutheran Brethren Church Nampa Inc.; Free Methodist Church of North America; Bethel Church of the Nazarene; Calvary Chapel Caldwell Inc.; First Methodist Episcopal Church of Wilder; Idaho Conference of Seventh Day Adventists Inc. (10 parcels); Melba Friends Church Ltd. (2 parcels); Valley Pentecostal Church Inc.; Boone Memorial Presbyterian Church of Caldwell (2 parcels); Calvary Chapel Nampa Inc. (5 parcels); The Church of the Rock Inc. (2 parcels); South Idaho District Assemblies of God; Greater Life Church Inc. (2 parcels); Assembly of God Church of Caldwell (2 parcels); Antioch Miss Baptist Church; Church of God Prophecy; Rocky Mountain District of Christian Missionary Alliance; Refuge Counseling Center LLC; Church of God of Prophecy; Church of God Inc.; United Reform Church of Nampa; Grace Bible Church Inc.; Roman Catholic Diocese of Boise (11 parcels); Rosa De Saron Pentecostal Holiness Church; Church of God of Caldwell Inc.

The meeting concluded at 10:51 a.m. An audio recording is on file in the Commissioners' Office.

#### CANVASS ELECTION

The Board canvassed the March 14, 2017 Election.

SEVENTH DAY OF THE MARCH TERM, A.D., 2017  
CALDWELL, IDAHO MARCH 21, 2017

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

APPROVED CLAIMS ORDER NO. 3-24-17

The Board of Commissioners approved payment of County claims in the amount of \$18,137.00, \$7319.52, \$65,532.92, \$21,022.20, \$36,000.73, \$329,125.53 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- AA Tronics in the amount of \$2141.35 for the Facilities department
- Hanson Janitorial Supply in the amount of \$15,783.40 for the Sheriff's office

FILE IN MINUTES

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

BIWEEKLY MEETING WITH THE DIRECTORS OF FACILITIES AND IT TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION AND CONSIDER SIGNING MEMORANDUM OF UNDERSTANDING TO PROVIDE TO THE CITY OF CALDWELL AIRPORT A DEDICATED CONNECTION TO THE CANYON COUNTY DARK FIBER NETWORK BETWEEN CANYON COUNTY AND CITY OF CALDWELL

The Board met today at 8:33 a.m. for a biweekly meeting with the directors of facilities and IT to discuss general issues, set policy and give direction and consider signing memorandum of understanding to provide to the City of Caldwell airport a dedicated connection to the Canyon County dark fiber network between Canyon County and City of Caldwell. Present were: Commissioners Pam White and Steve Rule, Facilities Director Paul Navarro, IT Director Greg Rast, Assistant IT Director Eric Jensen, Deputy P.A. Alan Shoff

(left at 8:35 a.m.) and Deputy Clerk Jenen Ross. Mr. Shoff explained the MOU will allow a tie in for the City of Caldwell airport to have access to the county's fiber network to serve as a critical emergency infrastructure function for the city and county to have cooperation. The MOU has already been signed by the city. Commissioner Rule made a motion to sign the memorandum of understanding to provide to the city of Caldwell Airport a dedicated connection to the Canyon County dark fiber network between Canyon County and the City of Caldwell, Commissioner White seconded the motion with the Board voting unanimously to sign the MOU (See Agreement No. 17-014).

Director Navarro gave an update on the following items: they have started installing the new roll-up doors at the fairgrounds and the man-doors are starting to arrive and will be installed soon. The bathrooms are being updated with new paint, an epoxy floor is being done and the sinks are not ADA compliant due to cabinets below the sinks so those are being removed and a new countertop is going to be installed so it will now be ADA compliant. He recently met with the Controller who has said that there are monies available in the fund balance to pay for the improvements. Commissioner White has asked Director Navarro to look into putting a powder room upstairs and more accessible for fair staff; Mr. Navarro has taken the request under consideration but indicated it may need to be requested in next year's budget. He recently met with Brent Orton at the City of Caldwell regarding storm water runoff issues as the whole road is pitched toward the fair building and they would like to move the cattle wash station as it is attached to the city's storm water and they'd rather have it hooked to the sewer; the city has agreed to pay to move the wash station over to the lawn area and when they do that they will probably re-grade and pave that whole road. There are another 2 wash stations, one for goat and sheep and another for horses, which are also connected to city storm water and the city has agreed to add those at their cost to into the city sewer system but since they are in pretty bad shape it's been requested that the county hire an architect to design something with possibly a small canopy, Mr. Navarro said the city may be willing to share in the cost of redesigning those stations and having them relocated. He is working to collect information for this request and doesn't believe it will be terribly expensive but probably won't be done before the fair this year. Fans and gutters have been ordered so they are on their way. Three Eagle Scout groups have responded to the request that was put out, one of them will be starting on the parking lot at 12<sup>th</sup> and Chicago the 21<sup>st</sup> of April and the other two will be working at the fairgrounds. As far as construction updates: the Clerk's office in the admin building, the new offices have been framed and the drywall is being installed, he anticipates them being done in about 2 weeks. They have started on the Elections office, ballots need to be kept in a secured location for 40 days after an election so they have started building a room to store those, he doesn't believe that will take more than a week and half to complete. He received drawings for the rec yard lid yesterday so he will get those printed and work with Sam Laugheed in getting the bid process started. They are still waiting on the variance, which will be heard on April 11<sup>th</sup>. The jail parking lot lighting project will begin soon, the poles and lights have been purchased by the county and then a contractor will be hired to install the lighting. He recently had a long time employee retire so he will be conducting interviews over the next couple of weeks to fill the open position.

Director Rast gave updates on the following items: The IT department will take over the processing of the mail for the fair; they will also be taking over the redesign of the website which will start in August once the fair is over. He will be attending the upcoming EO meeting to discuss the new OnBase program and that it will eventually replace all other paperless programs such as PaperClip and PaperVision. The Courtroom audio system is now working and there is county telephony in the courtroom. Commissioner White asked if the audio system is good enough to be able to use interpretive services remotely vs. having to fly an interpreter in. Mr. Rast indicated that is something that is in the works. They have located a vendor that is willing to support the recording system in the BOCC meeting room and they will be out to install a recording indicator light that run directly off the computer. The Board is okay with the \$2100 charge to get the system working correctly and said it can come out of either the IT or Facilities budget. The parks online booking system should be done by mid-April, the new system will provide email confirmations with the hope of cutting down on phone calls coming into the parks office. The meeting concluded at 8:56 a.m. An audio recording is available in the Commissioners' Office.

#### OPENING BIDS FOR SPRING 2017 CANYON COUNTY JAIL POD 5 PERIMETER FENCING PROJECT SOLICITATION OF BIDS

The Board met today at 9:02 a.m. to open bids for spring 2017 Canyon County Jail Pod 5 perimeter fencing project solicitation of bids. Present were: Commissioners Pam White and Steve Rule, Facilities Director Paul Navarro, Deputy P.A. Zach Wesley, Captain Daren Ward, Chief Deputy Sheriff Marv Dashiell, Director of Juvenile Detention Steve Jett and Deputy Clerk Jenen Ross. Director Navarro said that they had identified 4 contractors for this project and did an invitation for bid, there was a walk thru last week with one contractor showing for that. The monies are allocated for this project and the design is complete, they are just waiting on the variance from the city planning and zoning with that hearing being held on April 11<sup>th</sup>. Mr. Navarro will attend that meeting to present the application for the variance; the design includes a 10ft tall fence with 2 feet of razor wire and the city code only allows for an 8ft fence although he has learned that penal institutions are exempt from the razor wire ban on Chicago St. which is an arterial road of the city. The bid also includes removing the 3-strand barbed wire off the existing perimeter fence and adding it to put with the double helix razor wire, it also includes harvesting the chain-link and other materials from Gerome County. Mr. Wesley stated that the bids were due today and one bid was received from Cascade Fence Co. Inc. which Mr. Navarro said would be taken under advisement. The bid amount is \$33,000.00. The meeting concluded at 9:05 a.m. An audio recording is available in the Commissioners' Office.

#### LEGAL STAFF UPDATE

The Board met today at 9:06 a.m. for a legal staff update. Present were Commissioners Pam White and Steve Rule, Deputy P.A. Zach Wesley and Deputy Clerk Jenen Ross. Zach Wesley stated there has been a request from the City of Caldwell requesting a copy of the audit report on the West Valley Humane Society. We've received some preliminary status updates from Denice McClure but there is no final report yet. He stated that Ms. McClure

has been in touch with the Caldwell Police Department and they've opened their own investigation. At this point, the preliminary reports are considered attorney work product and Mr. Wesley suggested that if the city would like additional information it may be best to set up a meeting that includes the City of Caldwell and Ms. McClure so she can provide a verbal update or they can get in contact with her directly. The meeting concluded at 9:09 a.m. An audio recording is available in the Commissioners' Office.

#### CONSIDER SIGNING FINAL PLAT: RIVERFRONT ESTATES CASE NO. AD2016-115

The Board met today at 9:35 a.m. to consider signing a final plat for Riverfront Estates, Case no. AD2016-115. Present were: Commissioners Pam White and Steve Rule, DSD Planner Jennifer Almeida, Trudy Webb and Deputy Clerk Jenen Ross. Jennifer Almeida gave a brief summary of this request stating that this is an approval of a final plat of Riverfront Estates, the applicant has received approval from the director for a minor re-plat and amendment to allow lot 7, block 1, to become a residential lot; it has also been requested to change the 100ft wildlife buffer to 70ft which has been approved by the director. The proposed re-plat of lot 7, block 1 adheres to Canyon County's zoning ordinance requirements as well as Idaho code requirements. All signatures have been obtained on the plat mylar and staff is recommending that the Board approve and sign the final plat. Commissioner Rule asked about the setback of the wildlife buffer, Ms. Almeida said this was just a condition that was put on the plat and that there are no high water issues or issues concerning fish and game. She also stated that they notify the Department of Water Resources who did not have any issue with the change. Commissioner Rule made a motion to authorize the acting chairman to sign the final plat for Riverfront Estates, case no. AD2016-115, Commissioner White seconded the motion with the Board voting unanimously to sign the plat. The meeting concluded at 9:37 a.m. An audio recording is on file in the Commissioners' Office.

#### BIWEEKLY MEETING WITH THE DIRECTOR OF JUVENILE DETENTION TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION AND TO CONSIDER SIGNING FY2017 VALLEY COUNTY AND CANYON COUNTY JUVENILE DETENTION HOUSING AGREEMENT

The Board met today at 10:01 a.m. for a biweekly meeting with the Director of Juvenile Detention to discuss general issues, set policy and give direction and to consider signing FY2017 Valley County and Canyon County juvenile detention housing agreement. Present were: Commissioners Pam White and Steve Rule, Director of Juvenile Detention Steve Jett, Deputy P.A. Zach Wesley (left at 10:08 a.m.) and Deputy Clerk Jenen Ross. Director Jett explained the agreement is an arrangement between Valley County and Canyon County to hold their kids in juvenile detention. They have a small detention center that will be closing in May as they have very few to no kids and it is cost prohibitive to continue to keep it open. Mr. Jett doesn't anticipate there being a large influx of kids but indicated the county could see more coming in from Gem and Washington County as those counties often sent their kids to Valley County. Zach Wesley stated this is a standard form agreement with standard fees charged. Commissioner Rule made a motion to sign the FY2017 Valley County and Canyon County Juvenile Detention Housing agreement, the motion was

seconded by Commissioner White with the Board voting unanimously to sign the agreement (Agreement No. 17-015).

Director Jett gave an update on the following items: His 3 new employees who started in October just finished the academy a week and a half ago. One of his detention officers has given notice, she will be working for the City Attorney's office in Boise. She is currently running the communication class and he hopes to hold on to her for POST training. He's also had a long-time supervisor leave which gives him a total of 3 open positions. Chelsea Schwichert recently found a grant to do some remodeling on one of their rooms for kids with severe mental health issues, he is working with the maintenance department as to what the cost for the remodel may be so they know what to ask for in the grant. He also has a teacher with a grant to get a 3D printer, they are still waiting for it to arrive but when it does Joe Decker will go over to do write up on it. There will be a contract coming over soon for Mr. Jett to conduct an audit for Freemont County in May and June, and during that time there is a meeting for administrators and the state detention standards which are all trying to be coordinated for the same time at the same location. The meeting concluded at 10:14 a.m. An audio recording is available in the Commissioners' Office.

#### BIWEEKLY MEETING WITH DIRECTORS OF JUVENILE PROBATION AND MISDEMEANOR PROBATION TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION

The Board met today at 10:16 a.m. for a biweekly meeting with the Directors of Juvenile Probation and Misdemeanor Probation to discuss general issues, set policy and give direction. Present were: Commissioners Pam White and Steve Rule, Division Supervisor Jose Orozco, Sr. Juvenile Probation Officer Brittany Sandoval, Juvenile Probation Officer Blanca Valadez, Sr. Juvenile Probation Officer Jessica Ishida, Chief Juvenile Probation Officer Elda Catalano, Director of Misdemeanor Probation Jeff Breach and Deputy Clerk Jenen Ross. Ms. Catalano gave updates on the following items: the past couple of years the probation department has become very involved in the community by doing different events, last year there was a kick ball tournament to highlight truancy prevention and to develop efforts to prevent kids from dropping out. They partner with local law enforcement and different providers that provide services to juveniles in the community and are hoping to put on the event again this year. She is asking for support from the Board on this event; there is no county funding that goes into this event, all funding comes from donations made by the community. Ms. Sandoval explained that it is also community awareness so it is a free event for the community to attend but they are sure to highlight issues facing youth today as far as going to school, dropping out or motivating students not to drop out and if a youth is thinking of dropping out, some resources that are available for homeschooling or alternative schooling. Additionally she believes it helps build relationships between different agencies as Caldwell and Nampa Police Departments both attend along with providers, the drug court team and the kids at juvenile probation. Commissioner Rule stated that he heard it was great success last year and supports doing it again this year, Commissioner White agreed with his statement. Ms. Catalano said she is looking at various types of desks as she's had one of her employees request to purchase a stand-up desk due to some issues they're encountering while doing their job. Each desk costs approximately \$700 for just one desk; Director Breach said IT helped with the purchasing of these desks

for his department and believes they were closer to \$350. The Board is okay with exploring different options for purchasing this type of desk.

Director Breach gave updates on the following items: He has been working with the Supreme Court regarding the Odyssey program transition and they have built an alternative sentencing function for the community service program. One of the biggest questions they've had with the Odyssey program is whether the community service fee will be able to be paid outside of the priority of payment schedule. Currently with the priority of payment schedule it is last which will affect timelines that judges set if a person has to pay off everything else first before they can pay the workman's comp fee. The Clerk's office has been working with the Supreme Court to get an answer as to whether this fee can be paid separate from the priority of payments; Mr. Breach feels that if a way can't be worked out to receive these payments they'll need to figure out a different way outside of the Odyssey program to receipt money for the community service program. He's spoken with his counterparts in Ada and Twin Falls counties and the other issue they've had is that in processing provision revenues in the Odyssey program have been cut in half, so when forecasting for his revenue projections for FY2018 he will cut that projection in half as that's what has happened in Ada and Twin Falls counties. Director Catalano said they are dealing with the same issue in being low on the priority of payment fee schedule. Director Breach stressed the importance of finding a resolution to the community service fee because people will not be able to start their community service without paying the workman's comp fee, just last week they had their first community service member injured which falls under a workman's comp claim. The domestic violence court is still being worked on, they've had the initial team meeting with the shareholders to discuss turning it into a more traditional problem solving court. He's spoken with Judge Ford and let him know that if his department doesn't get an additional PO position in FY2018 there is no way he'll be able to handle what's being asked. The Supreme Court will be paying to send two probation officers up to Coeur D'Alene for a domestic violence conference the first of April; they will pay for airfare and hotel, the county will only be responsible for per diem. Recently there was a trip taken to District VII to observe their domestic violence courts and he's received really good feedback and they've learned some good things. All POs have been thru a defensive tactics refresher, this is not a requirement, but the state is working to get this training out to all POs. The meeting concluded at 10:37 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 2:34 p.m. for a monthly meeting with the Public Defender to discuss general issues, set policy and give direction. Present were: Commissioners Pam White and Steve Rule, Public Defender Tera Harden and Deputy Clerk Jenen Ross. Ms. Harden reviewed the following topics: a review was given of where she's at in her year-to-date budget, her conflict counsel budget is high, airfare budget is high but education and training is lower due to the trainings being free and only having to pay for airfare, hotel, and per diem; her department is currently under budget and feels they'll remain that way for the year. She gave an update of minutes her attorneys spend on cases and active



caseloads. There are currently 432 cases conflicted out and the total number of open cases, including specialty courts, is 3900. Scott Pearson is working as an extern in her office, he is in his third year at the University of Idaho College of Law and currently doing a semester in practice. On average he spends 40 hours a week working on cases and will be with the office for 10 weeks. She is hoping to be able to hire him once he passes his bar exam this summer and feels he'll be able to take up a full caseload as soon as he starts since he is so familiar with the office. Commissioner Rule asked about the Public Defense Commission grant, Ms. Harden said they have a new grant application they're working on for next year that will take budgets moving forward so it will automatically increase from the last year 15%. There is a sunset clause in the legislature that allocated the \$5 million initially to reevaluate. She recently met with the executive director at the Public Defense Commission and has also spoken with a number of individuals on the PDC that funding should not be tied to a certain percentage of budget, that it should be tied to a percentage of cases in the county. The PDC is doing a time tracking workload study so they can adopt caseload caps; the study will be conducted for 12 weeks. Ms. Harden is not okay with this study. She received a letter on March 2<sup>nd</sup> from the PDC executive director who sent the same letter to her entire staff directing them that they would be involved in the study and that their time would be tracked. She has reached out to two PDC members and set up a meeting with the chair of the commission to express her displeasure and yesterday she met with the executive director, Kimberly Simmons and her deputy director to express her concern over them contacting Ms. Harden's staff directly. She will continue to track time in the system they've built over the past couple of years and it will be provided to the PDC in an Excel spreadsheet. She feels this was set up way too quickly and may be short-sided in the study and the information they'll be collecting to set caseload caps.

#### EXECUTIVE SESSION – PERSONNEL MATTER

*A request was made to go into Executive Session to discuss a personnel matter. The Executive Session was held as follows:*

Commissioner Rule made a motion to go into Executive Session at 3:23 p.m. pursuant to Idaho Code, Section 74-206(1) (a) and (b). The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule and White voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Pam White and Steve Rule, Public Defender Tera Harden and Deputy Clerk Jenen Ross. The Executive Session concluded at 3:42 p.m. with no decision being called for in open session.

The meeting concluded at 3:43 p.m. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

EIGHTH DAY OF THE MARCH TERM, A.D., 2017  
CALDWELL, IDAHO MARCH 22, 2017

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

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Robertson Supply in the amount of \$5828.00 for the Landfill
- Thomson Reuters in the amount of \$8000.00 for the Information Technology department
- Neopost in the amount of \$3468.00 for the Information Technology department
- BOE in the amount of \$4214.00 for the Information Technology department

CONSIDER INDIGENT DECISIONS

The Board met today at 8:55 a.m. to consider indigent decisions. Present were: Commissioners Pam White and Steve Rule, Director of Indigent Services Yvonne Baker and Deputy Clerk Jenen Ross. Director Baker presented case no. 2017-77 for cremation, per the Clerk's statement of findings this case does meet the criteria for approval. Commissioner Rule made a motion to approve the case as read into the record, Commissioner White seconded the motion with the Board voting unanimously to approve the case for burial. The following case nos. are initial decisions that don't meet the criteria for eligibility: 2017-481, 2017-588, 2017-611, 2017-619, 2017-615, 2017-593, 2017-635, 2017-637, 2017-618, 2017-617 and 2017-494; Commissioner Rule made a motion for the county to issue an initial denial within the next 30 days, the motion was seconded by Commissioner White with the Board voting unanimously on the initial decision for denials. The meeting concluded at 8:57 a.m. An audio recording is on file in the Commissioners' Office.

NINTH DAY OF THE MARCH TERM, A.D., 2017  
CALDWELL, IDAHO MARCH 23, 2017

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

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- SIRCHIE in the amount of \$1189.85 for the Sheriff's office

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-180

The Board met today at 9:07 a.m. to conduct a medical indigency hearing for Case No. 2017-180. Present were: Commissioners Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, Hearing Generalist Kellie George, Timothy Ryan from Saint Alphonsus Regional Medical Center, the applicant, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to deny Case No. 2017-180. The hearing concluded at 9:10 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-1196

The Board met today at 9:14 a.m. to conduct a medical indigency hearing for Case No. 2016-1196. Present were: Commissioners Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, Hearing Generalist Kellie George, Cassie Cacciopo from Saint Alphonsus Regional Medical Center, the applicant, Fatima Cornwall (Interpreter), and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to take Case No. 2016-1196 under advisement and render a decision within 30 days. The hearing concluded at 9:21 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-198

The Board met today at 9:26 a.m. to conduct a medical indigency hearing for Case No. 2017-198. Present were: Commissioners Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, Hearing Generalist Kellie George, Mercedes Lupercio (Interpreter), the applicant, Attorney Stephen Blackburn, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to take Case No. 2017-198 under advisement and render a final decision within 30 days. The hearing concluded at 9:43 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY MATTERS

The Board met today at 9:48 a.m. to consider medical indigency matters. Present were: Commissioners Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, Hearing Generalist Kellie George, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to take the following cases under advisement with a written decision to be rendered in 30 days: Case Nos. 2017-315, 2016-812, and 2017-199. Upon the motion of Commissioner White and the second by

Commissioner Rule, the Board voted unanimously to take the following cases under advisement with a written decision of denial to be issued in 30 days: Case Nos. 2016-1570, 2017-262, 2017-263, 2017-264, 2016-1232, 2017-183, 2016-1312, and 2016-1381. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to place Case Nos. 2016-1580 and 2016-1683 in suspension pending the outcome of social security information. The meeting concluded at 9:50 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION – COMMUNICATE WITH LEGAL COUNSEL REGARDING PENDING/IMMINENTLY LIKELY LITIGATION, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

*Note for the record: As properly noticed the Board met today at 11:05 a.m. for a legal staff update. A request was made to go into Executive Session to communicate with legal counsel regarding pending/imminently likely litigation, and to communicate with the County's risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:*

Commissioner Rule made a motion to go into Executive Session at 11:05 a.m. pursuant to Idaho Code, Section 74-206(1) (f) and (i). The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule and White voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Pam White and Steve Rule, Deputy P.A. Zach Wesley, DSD Director Tricia Nilsson, and Deputy Clerk Monica Reeves. The Executive Session concluded at 11:19 a.m. with no decision being called for in open session.

TENTH DAY OF THE MARCH TERM, A.D., 2017  
CALDWELL, IDAHO MARCH 24, 2017

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

APPROVED CLAIMS ORDER NO. 3-28-17

The Board of Commissioners approved payment of County claims in the amount of \$288.00 for accounts payable.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Levi Daniel Griffith, Krista L. Howard, Joseph

Alexander Spayd and Scott Gatewood.

INDIGENT CASE NO. 2016-1614 TO BE PLACED IN SUSPENSION

The Board met today at 9:07 a.m. to consider a medical indigency matter. Present were: Commissioners Pam White and Steve Rule, Hearing Specialist Michelle Kidd, and Deputy Clerk Monica Reeves. Ms. Kidd said the Board took Case No. 2016-1614 under advisement on February 23, 2017, but new information has come to light and she is requesting the case be placed in suspension as opposed to a final decision. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to place Case No. 2016-1614 in suspension. The meeting concluded at 9:08 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER MEMORANDUM OF UNDERSTANDING BETWEEN CANYON COUNTY AND  
FREMONT COUNTY FOR THE ASSIGNMENT OF STEVE JETT TO CONDUCT A PREA AUDIT

The Board met today at 9:32 a.m. to consider a Memorandum of Understanding between Canyon County and Fremont County for the assignment of Steve Jett to conduct a PREA audit. Present were: Commissioners Pam White and Steve Rule, Juvenile Detention Director Steve Jett, and Deputy Clerk Monica Reeves. Audits are conducted every three years. There are 11 centers in Idaho, and Canyon County's facility has been audited twice. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the MOU with Fremont County for the assignment of Steve Jett to conduct a PREA audit. (See Agreement No. 17-016.) The meeting concluded at 9:35 a.m. An audio recording is on file in the Commissioners' Office.

ELEVENTH DAY OF THE MARCH TERM, A.D., 2017  
CALDWELL, IDAHO MARCH 27, 2017

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

APPROVED CLAIMS ORDER NO. 3-28-17

The Board of Commissioners approved payment of County claims in the amount of \$572.00 for accounts payable.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Diana Sinner.

#### COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:31 a.m. for an office staff meeting. Present were: Commissioners Pam White and Steve Rule, PIO Joe Decker, Deputy Clerk Jenen Ross, Sr. Administrative Specialist Jamie Miller, and Deputy Clerk Monica Reeves. The Board reviewed this week's schedule with staff. Joe Decker reported on the following communication issues: he will attend today's elected officials' meeting; new polling places for the May primary election; press release for Fair Director Diana Sinner; law enforcement memorial ceremony; free day at the landfill for spring cleanup day; child abuse awareness month proclamation; Department of Justice Grant for the Prosecutor's Office; and the United Way children's book drive. Commissioners Rule and White both expressed support for the salary rate request that will promote Diana Sinner from the Interim Fair Director to the Fair Director. The meeting concluded at 8:39 a.m. An audio recording is on file in the Commissioners' Office.

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

*Note for the record: As properly noticed the Board met today at 9:02 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter and records exempt from public disclosure and attorney-client communication. The Executive Session was held as follows:*

Commissioner Rule made a motion to go into Executive Session at 9:03 a.m. pursuant to Idaho Code, Section 74-206(1) (b) and (d). The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule and White voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Pam White and Steve Rule, Deputy P.A. Zach Wesley, HR Director Sue Baumgart, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:10 a.m. with no decision being called for in open session

TWELFTH DAY OF THE MARCH TERM, A.D., 2017  
CALDWELL, IDAHO MARCH 28, 2017

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

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Scantastik in the amount of \$2539.00 for the Information Technology department

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

The Board met today at 8:51 a.m. for a biweekly meeting with the Human Resources Director to discuss general issues, set policy and give direction. Present were: Commissioners Pam White and Steve Rule, HR Director Sue Baumgart, IT Director Greg Rast and Deputy Clerk Jenen Ross. Ms. Baumgart gave an update on the following items: she stated there have been some glitches with the new evaluation tool and she and Director Rast wanted to give an update on where they're at with the program. She said there have been some concerns because employee evaluations need to be done but not everyone is trained yet. Her understanding is that the Board mandated that each department under the Board to be using this tool but it just wasn't done on time for 2017 so she had the generalists email each of their departments and the other offices to find out if they were still planning to use it for 2017 or if they were going to continue with their current evaluation system and use the new system for 2018. Director Rast said what they've learned is that the "shotgun" approach across the whole county didn't work and the roll-out of the new program was slowed by the need for customization of each department. They are now targeting the departments that don't have any evaluation process in place and get them up and running first and will then work on the customization of different job descriptions with each department or office. Additionally, there is a complication in the long chain of command when multiple people need to sign off on an evaluation. At this point the recommendation is to just slowly work thru each department and office and bring each one on as the customization is completed with the hope to be fully implemented for 2018 evaluations. There will not be one big overall training, they will work department by department getting everyone trained on the new system. Director Rast asked about the Board's directors, Ms. Baumgart said that she's worked with legal and she has created a separate evaluation for employees to evaluate directors and for the other EO's to evaluate the Board's directors, this year they will be done thru Survey Monkey with the responses going to a third party as Ms. Baumgart doesn't feel she should receive them since she is one of the directors being evaluated. She will send a draft of the survey to the Board for their approval prior to it being sent out, she anticipates having that completed by the end of the week. The meeting concluded at 9:08 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 9:33 a.m. for a biweekly meeting with the Director of Development Services to discuss general issues, set policy and give direction. Present were: Commissioners Pam White and Steve Rule, Director of Development Services Tricia Nilsson and Deputy Clerk Jenen Ross. Director Nilsson gave an update of the following items: she

provided a spreadsheet to the Board showing a comparison between 2015 and 2016 numbers; permits and valuations were up. She has been working with the Controller and IT in trying to get revenue codes better aligned with the types of building permits that are issued, she hopes to have it done by next fiscal year and then have it posted on their website. Dave Curl is meeting today with architects regarding an expansion at Sorrento Lactalis, she will have a better update after his meeting today. Her department has also been working with onion packing facilities in getting those to the top of the queue once they come in. Last Thursday she attended a meeting at Southwest District Health along with several other agencies to discuss the area of the county where they're doing the E.coli investigation; they are still in the process of gathering information but the city is working to provide sewer to the affected area and residents will have the option of being on city sewer; the source has been determined to be human sewage but they aren't sure of the exact location of where the contamination is coming from. Long-term she would like to look at entire impact area and think about less dense zoning in that area. Commissioner Rule said he believes Director Nilsson is on the right track they just need to make sure developers are treating water if it shows contamination in the build area. He does not want to spend taxpayer dollars to do a bunch of well testing, he feels there are enough existing wells that can be tested. More information is still being collected to see what can be learned at the number of potential wells of immediate concern and then look at the bigger picture once all the data is collected. They have been working on updating the zoning fee schedule along with the building and mechanical permit fee schedule, there are no increases, there are however some new fees based on changes to the zoning ordinance; it is basically just for clarification. She will work with Zach Wesley to get the ordinance created so that it can be signed once it's been thru the public hearing. She is still working on the planning and zoning board appointments, she will create a table so terms can be tracked. Moving forward, if a board member resigns someone will be appointed to finish out that term in hopes of avoiding all the terms expiring at the same time. The meeting concluded at 9:54 a.m. An audio recording is on file in the Commissioners' Office.

BIWEEKLY MEETING WITH THE INTERIM FAIR DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION AND CONSIDER SIGNING ENTERTAINMENT AGREEMENTS FOR THE 2017 CANYON COUNTY FAIR:

EXECUTIVE SESSION – RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

*A request was made to go into Executive Session to discuss records exempt from public disclosure and attorney-client communication, and to communicate with the County's risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:*

Commissioner Rule made a motion to go into Executive Session at 10:05 a.m. pursuant to Idaho Code, Section 74-206(1) (d) and (i). The motion was seconded by



Commissioner White. A roll call vote was taken on the motion with Commissioners Rule and White voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Pam White and Steve Rule, Deputy P.A. Zach Wesley, Interim Fair Director Diana Sinner and Deputy Clerk Jenen Ross. The Executive Session concluded at 10:15 a.m. with no decision being called for in open session.

Zach Wesley explained there are a number of agreements to be considered for the 2017 Canyon County Fair, the total cost for all three nights of entertainment is approximately \$107K with the payment being made to Romeo Entertainment who also has agreements with these artists to perform at the fair. The County then enters into addendums (also known as 'riders') to the contracts which includes all the details for the day of the performance. Mr. Wesley said the County bears more risk of loss on these contracts than normal contractual relationships due to these being national acts and in order to have them perform at the fair the county has to play by their terms. The agreements were prepared by Romeo Entertainment Group and contain indemnification clauses which requires the county to identify them and hold them harmless in the event that anything occurs. This has been reviewed with ICRMP in the past and they understand that in order to have a county fair this is a risk that has to be taken in order to bring these acts in. Romeo Entertainment negotiates the agreements and make the handwritten changes to the agreements with the artists, which will need to be initialed by the county; there is one master signature page within each agreement for the Board to sign and then a purchaser/buyer spot that Ms. Sinner will need to sign and with Board approval will initial each handwritten change. Commissioner Rule made a motion sign the following entertainment agreements for the 2017 Canyon County Fair: Romeo Entertainment Group agreement for the Marshall Tucker Band; Sammy Kershaw; and Old Dominion Fair Attractions (See Agreement No. 17-017), Marshall Tucker Band, Inc. contract addendum (See Agreement No. 17-018), Marshall Tucker Band, Inc. personal appearance contract rider (See Agreement No. 17-019), Steven Moakler contract addendum (See Agreement No. 17-020), Buggy Kershaw, LLC contract addendum (See Agreement No. 17-021), Buggy Kershaw, LLC, Sammy Kershaw concert rider (See Agreement No. 17-022), Two Up Two Down, LLC contract addendum (See Agreement No. 17-023) and Old Dominion contract rider (See Agreement No. 17-024). Commissioner White seconded the motion with the Board voting unanimously to sign the agreements as read into the record.

The Fair parking lot agreement is a renewal of an agreement, it is a relationship the county has with Caldwell Bowl that is located adjacent to the fairgrounds. The parking lot is rented for the days of the fair to be used for reserved parking. It is a standard agreement and the same rate has been used as in years past. Commissioner Rule made a motion to sign the Canyon County Fair Parking Lot Rental Agreement with Caldwell Bowl, Inc. (See Agreement No. 17-025), the motion was seconded by Commissioner White with the Board voting unanimously to sign the agreement.

Ms. Sinner gave an update on the following items: recently met with Peppershock Media to work with them for marketing and sponsorship for the 2017 fair; Mr. Wesley is

reviewing contracts and once that is finalized, and now that the main stage entertainment is finalized, a concert announce date and a date tickets will go on sale will be set. She is meeting with the private security company tomorrow to finalize the security needs for the fair, this company was used last year and they are also utilized for interim events at the fairgrounds. She is working with the ticketing company to analyze numbers per gate to determine staffing needs, they believe the gates were overstaffed last year. Stacy Moylan has been hired as the temporary exhibits supervisor and bookkeeper; she is working on finalizing the exhibits and working on the exhibitor guide. The fair building is booked 10 of the next 13 weekends and they are at 62% of the rental budget for revenue. She is working with facilities to identify dates that are available to complete work on the building. The meeting concluded at 10:25 a.m. An audio recording is on file in the Commissioners' Office.

THIRTEENTH DAY OF THE MARCH TERM, A.D., 2017  
CALDWELL, IDAHO MARCH 29, 2017

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

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Peterson Stampede in the amount of \$26,900.00 for the Fleet department

APPROVED CLAIMS ORDER NO. 1713

The Board of Commissioners approved payment of County claims in the amount of \$1,440,221.24 for a County payroll.

CONSIDER INDIGENT DECISIONS

The Board met today at 8:48 a.m. to consider indigent decisions. Present were: Commissioners Pam White and Steve Rule, Indigent Services Director Yvonne Baker, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to issue initial denials with a written decision to be issued within 30 days for the following cases: Case Nos. 2017-674, 2017-651, 2017-652, 2017-649, 2017-768, 2017-673, 2017-527, 2017-646, 2017-670, 2017-672, 2017-671, 2017-514, 2017-669 and 2017-656. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to issue a written

approval for Case No. 2016-962 within 30 days. The meeting concluded at 8:49 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING ADDENDUM 1 TO SOLICITATION OF BIDS FOR CELEBRATION PARK WATER WELL CONSTRUCTION

The Board met today at 9:31 a.m. to consider signing Addendum No. 1 to the Solicitation of Bids for the construction of the Celebration Park water well. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, and Deputy Clerk Monica Reeves. The addendum answers the questions that were asked and clarifies an error in one of the engineering reports as well as provides more information as to the well depth. Commissioner Rule made a motion to sign Addendum No. 1 to the Solicitation of Bids for the construction of the Celebration Park water well. The motion was seconded by Commissioner Dale and carried unanimously. The meeting concluded at 9:35 a.m. An audio recording is on file in the Commissioners' Office.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for Nampa Hospitality, LLC dba Best Western Plus (See Resolution No. 17-047)

FOURTEENTH DAY OF THE MARCH TERM, A.D., 2017  
CALDWELL, IDAHO MARCH 30, 2017

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

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- AAA Cow Comfort in the amount of \$4927.39 for the Facilities department
- Northwest Service Technologies in the amount of \$6750.00 for the Facilities department

#### APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Megan Melton.

FIFTEENTH DAY OF THE MARCH TERM, A.D., 2017  
CALDWELL, IDAHO MARCH 31, 2017

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

No meetings were held this day.

SIXTEENTH DAY OF THE MARCH TERM, A.D., 2017  
CALDWELL, IDAHO APRIL 3, 2017

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

#### APPROVED CLAIMS ORDER NO. 4-10-17

The Board of Commissioners approved payment of County claims in the amount of \$52,865.66, \$63,135.44, \$85,598.67 for accounts payable.

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Interstate Electric Supply in the amount of \$2144.68 for the Facilities department

#### COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:30 a.m. for an office staff meeting. Present were: Commissioners Tom Dale and Steve Rule, PIO Joe Decker, Deputy Clerk Jenen Ross, Sr. Administrative Specialist Jamie Miller, and Deputy Clerk Monica Reeves. The Board reviewed this week's schedule with staff. Joe Decker reported on the following communication items: he will attend the child abuse awareness and prevention month press conference this morning; the

Landfill Spring Clean-Up Day will be April 22; he will attend a mental health crisis center steering committee meeting on Friday; he's been tasked with writing a grant for some part of that but after talking with Prosecutor Taylor they're going to wait and apply for a grant next year; he is awaiting final word from Clerk Yamamoto about changes to the polling places for the upcoming May election; had a law enforcement memorial ceremony planning meeting last week, scheduled for Friday May 19. Commissioner Dale said some citizens reached out to him regarding the gun range committee and said it will be good to get citizen input and control out there because right now it's like the Wild West out there. The meeting concluded at 8:42 a.m. An audio recording is on file in the Commissioners' Office.

#### SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for La Cabana Restaurante, LLC dba La Cabana Restaurante (See Resolution No. 17-048)

#### CONSIDER SIGNING FINAL PLAT MYLAR FOR GOLDEN HILLS ESTATES SUBDIVISION

The Board met today at 9:04 a.m. to consider signing the final plat mylar for Golden Hills Estates Subdivision. Present were: Commissioners Tom Dale and Steve Rule, DSD Planner Debbie Root, Representatives from Golden Hill Estates Subdivision and Deputy Clerk Jenen Ross. Debbie Root said the improvements are substantially complete, there is one drainage swale that has to be regraded and completed but Development Services is comfortable knowing that will occur. They've completed all the other swales, hydro-seeding, roads are in and all signatures are on the mylar with the exception of the Board. Commissioner Rule made a motion in the case of Golden Hill Estates Subdivision that the Board authorizes the chairman's signature on the final plat mylar, Commissioner Dale seconded the motion with the Board voting unanimously for the chairman to sign the final plat. The meeting concluded at 9:06 a.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE

The Board met today at 9:06 a.m. for a legal staff update. Present were: Commissioners Tom Dale and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley, Lt. Dave Schorzman and Deputy Clerk Jenen Ross. Dave Schorzman spoke about the structures that are threatened by flooding and where the largest dangers are at risk. There is a lot of low lying area that is being flooded but it mostly consists of empty fields or farmland. The biggest place of concern is the KOA campground at Town Circle, it is very low lying and they are currently at 8000 CFS in the Middleton area. The biggest issue in that area is that with the water level being so high there has been a lot of seepage even

though it hasn't broken over the banks. People have been moving out but the problem is that some of those people are economically disadvantaged and don't have the ability or the money to go another place without assistance. He's been working with the campground owner and a lot of the people have been moved but several of the people have purchased their trailer but have no way to tow it; additionally, a lot of the other campgrounds require that campers be less than 10 years old and won't accept some of the older campers from the KOA campground. The City of Caldwell has a few places for people to go but it's not a long-term solution. If they raise the CFS much more there is going to be some life and property danger in that area. The other places of concern include Boise River Rd. between Notus Rd. and Hwy 95 as the river has run over the road on occasion causing the road to be closed temporarily; there is a lot of low level flooding but not a lot of structures are threatened other than one trailer off of Notus Rd. Lt. Schorzman's biggest concern remains the people and having a good option for temporary relocation; emergency shelters generally take 24-48 hours to be up and running to accept people. He has reached out to the highway district to see if they need any help with sandbagging or moving dirt to create banks or if they're going to need financial help from the county. Commissioner Rule said the Parma area may need some help as they've had some roadway flooding and Lt. Schorzman confirmed that he's spoken with the Golden Gate Highway district and they'd been out over the weekend to get some things shored up. He recommends signing the emergency disaster declaration, he doesn't see a downside to it and it will make things easier if there is an emergency in the middle of the night. Mr. Laugheed recommend following the EOP which seems to be happening and suggested adding the consider signing of the emergency declaration to tomorrow's agenda as an emergency item. The meeting concluded at 9:14 a.m. An audio recording is on file in the Commissioners' Office.

SEVENTEENTH DAY OF THE MARCH TERM, A.D., 2017  
CALDWELL, IDAHO APRIL 4, 2017

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

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Sockeye Grill & Brewery to be used 4/8/17 for a marathon.

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

The Board met today at 8:35 a.m. for a weekly meeting with the Directors of Facilities and IT to discuss general issues, set policy and give direction. Present were: Commissioners

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

*Director Navarro updated the Board on the following items:*

**Janitorial assignments:** He is working on some new janitorial assignments which will offer some cross training. His department has an open position so he will be conducting interviews this week to fill that position.

**Fairgrounds:** they are applying epoxy to the floors in the restrooms and the show office this week. The big fans have been shipped from Kentucky and he anticipates seeing them by the end of this week. They are running conduit right now but the service is still not available, he is continuing to work with Idaho Power to get this up and running. The concession stand remodel is underway. They are also working on a cellular dialer to replace the landline, there is a dedicated landline for the fire alarm, but the county has been working to get all campuses on a cellular dialer so there doesn't need to be a dedicated landline. There will be 2 Eagle Scout troops working on May 13 and 16, one will be doing a painting project and the other will be doing a landscape project.

**Remodels:** Finishing up a ballot box vault in the Elections office, should be painted this week. Two new offices have been built in the Records office, glass is being installed today and he anticipates it being finished up Thursday.

**Other projects:** Variance presentation to Caldwell planning and zoning next Tuesday night for the rec yard lid and for the fencing. The City of Caldwell fire marshal recently took a tour of the Pod 5 upgrades. There will be some grounds keeping crews replanting some trees around the courthouse campus and a sprinkler system will be installed at the 12<sup>th</sup> and Chicago parking lot, there will be another Eagle Scout group coming to help with that project on April 29<sup>th</sup>. He has reached out to Boswell Paving Solutions to coordinate a time to do the cold overlay on the new parking lot.

*Director Rast gave the Board updates on the following items:*

**Fairgrounds:** The fair staff has asked if they are a part of the bulk paper purchase that the county does, the understanding is that the fair is their own taxing entity and not a part of the general fund. The county is allowed to supply them with things but they will need to be invoiced for those products or services. The Board is okay with the invoicing practice.

**Staffing:** There are still 3 open positions within the IT department, interviews are scheduled for the next couple of weeks and he hopes to have the positions filled in the next month. The GIS position seems to be the hardest position to fill as it's kind of a niche market.

**Security training:** Secure the Human training will be going out to county employees soon; training modules will be assigned based on job position with each module averaging 2-3 minutes.

**Additional updates:** He is working on negotiations with Dell for the software that will true up several Microsoft Office applications and licenses, the cost is approximately \$150-160K a year. He anticipates the negotiations to take 30-45 days. AA Tronics will be out tomorrow to install the recording lights in the BOCC meeting room. He is in the process of writing a new application for the jury commissioner, she is currently using a very manual process, the program will take all of the manual process and put it into the new application, the hope is to have it done in 2018. Eventually they would like to have the jury selection on

the website. Legal has requested that he look into GSA pricing for the Idaho Tower hardware, however, that equipment is not what was spec'd out, it's subpar, more expensive and it's not upgradable therefore he does not feel comfortable going that direction. He will continue to work with legal to do an RFP for the equipment, it will cause a slight delay but the project is still moving forward.

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

CONSIDER SIGNING FY2017 CANYON COUNTY CAMPUS SECURITY RESEARCH PROJECT REQUEST FOR PROPOSALS AND LEGAL NOTICE, AND THE FY2017 CANYON COUNTY JAIL NEEDS ANALYSIS AND CONCEPT DESIGN REQUEST FOR QUALIFICATIONS AND LEGAL NOTICE; AND CONDUCT A LEGAL STAFF UPDATE

The Board met today at 9:01 a.m. to consider signing the FY2017 Canyon County Campus Security Research Project Request for Proposals (RFP) and legal notice, as well as the FY2017 Canyon County Jail Needs Analysis and Concept Design Request for Qualifications (RFQ) and legal notice and to conduct a legal staff update. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, Deputy P.A. Allen Shoff, Deputy P.A. Zach Wesley, Facilities Director Paul Navarro, IT Director Greg Rast, Assistant IT Director Eric Jensen, Captain Daren Ward, Chief Deputy Sheriff Marv Dashiell, DSD Director Tricia Nilsson, DSD Planner Jennifer Almeida, an Idaho Press-Tribune Reporter, and Deputy Clerk Monica Reeves. The items were considered as follows:

**Consider Signing FY17 Canyon County Campus Security Research Project Request for Proposals and Legal Notice:** Sam Laugheed summarized the project. The review committee consists of Director Greg Rast, Director Paul Navarro, Chief Deputy Sheriff Marv Dashiell and Deputy P.A. Mike Porter, and the project is in its initial stages and involves the courthouse camera system and some other issues. The procurement process is designed to find a person or firm that's qualified to conduct a comprehensive safety assessment and develop a detailed security master plan for all of the County properties. We are looking for phased approach to provide for long-term planning and some immediate short-term solutions that will cover physical and technological infrastructure design issues, operations considerations, security awareness planning. We have a camera system with hundreds of cameras under different scopes of authority and with different operating systems but we have not had a comprehensive approach. The research committee will make a recommendation to the Board and it is possible the committee will identify a couple of firms and may recommend the Board conduct interviews. Once the consultant is in place they will be expected to work extensively with the stakeholders and the judiciary will be big part of that. Upon the motion of Commissioner Rule and the second by Commissioner



White, the Board voted unanimously to sign the FY17 Canyon County Campus Security Research Project request for proposals and legal notice.

**Consider Signing FY17 Canyon County Jail Needs Analysis and Concept Design Request for Qualifications and Legal Notice:** Sam Laugheed said the County has contracted in the past with Carter Goble Companies to provide needs analysis and strategic space planning services. The first agreement was prior to the construction of the administration building and all of the parking lots, and courthouse remodel and that analysis informed a lot of the subsequent projects that benefitted the County and the judiciary. The Board contracted with Carter Goble during the most recent jail expansion project to provide an analysis of various issues in August of 2016. We contracted with them for preliminary needs analysis/needs assessment work recently but we ended up deciding to terminate the contract purely for the County's convenience in order to address some concerns that were raised about the procurement process involved in contracting with Carter Goble. We felt that although we had this relationship with them and that it was financially in the best interest of the County to contract with them and it was also lawful because the needs analysis was not considered an architecture contract but it did have a limited component that would involve looking at drawings or photos. Some folks were concerned it was more of a design contract and so after consideration we decided it would be appropriate to more formally include a concept design portion into the needs assessment and in order to do that we decided to go through this more formal procurement process which is an RFQ. This will be published and provided to design professionals and needs assessment folks to provide statements of qualification that the Board or a committee will review and rank. The initial process will focus on essential questions related to the County's needs in terms of the jail project and it describes those needs in terms of how long the County can effectively use existing jail facilities and how many jail beds will be required in five year planning increments through the year 2040. We are looking for a pretty comprehensive concept approach at this point. Chief Dashiell asked if it also includes a re-use of the existing structures. The answer is yes, we have asked to what useful ends and what cost the existing jail facilities can be repurposed or renovated. Commissioner White said her greatest concerns are the reuse of the existing facilities, and the ability of a phased project, and both are included in this. Commissioner Dale said he was disappointed that we had to fall back and delay moving forward, but this covers our bases and answers the questions that were raised by a concerned party and it is judicious to take this approach. Commissioner White made a motion to sign the Canyon County Jail Needs Analysis and Concept Design RFQ and legal notice. The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion. Commissioner Rule believes this is a waste of tax dollars and he will not vote for it. The motion carried by a two-to-one split vote with Commissioners White and Dale voting in favor and Commissioner Rule voting against the motion. Mr. Laugheed said the next step is to come back with an addendum depending on whether any interested consultants pose any questions to us.

**Legal Staff Update:** The Board was scheduled to have a legal staff update; an Executive Session was held as follows:

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

Commissioner White made a motion to go into Executive Session at 9:17 a.m. pursuant to Idaho Code, Section 74-206(1) (c), (d) and (f) regarding acquisition of an interest in real property, records that are exempt from public disclosure, and to communicate with legal counsel regarding pending/imminently likely litigation. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule, White, and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, Deputy P.A. Allen Shoff, Deputy P.A. Zach Wesley, Facilities Director Paul Navarro, DSD Director Tricia Nilsson, DSD Planner Jennifer Almeida, and Deputy Clerk Monica Reeves. Director Navarro left at 9:33 a.m. Director Nilsson and Ms. Almeida left at 9:40 a.m. The Executive Session concluded at 9:42 a.m. While in open session Allen Shoff reported on the letter from Attorney Dan Blocksom regarding the potential agreement with Owyhee County for forensic pathology services. Mr. Blocksom sent the letter so Canyon County can give its informed consent for him to represent Owyhee County. The Prosecutor's Office has reviewed it and sees no difficulties in Mr. Blocksom representing Owyhee County. Prosecutor Bryan Taylor and Coroner Vicki DeGeus-Morris have signed the letter and it is now before the Board for consideration. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to approve the letter from Dan Blocksom regarding the relationship with the Owyhee County Prosecutor which relates to the Coroners. The signed letter is on file with this day's minute entry. The meeting concluded at 9:43 a.m.

An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

CONSIDER AMENDING AGENDA (NON-48 HOURS' NOTICE); CONSIDER EXECUTING 2017 HAZARDOUS FLOODWATER DISASTER EMERGENCY DECLARATION

The Board met today at 10:00 a.m. to consider amending the agenda (non-48 hours' notice) to consider executing the 2017 Hazard Flood Water Disaster Emergency Declaration. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy Sheriff Marv Dashiell, Lt. Dave Schorzman, Captain Daren Ward, PIO Joe Decker, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to amend the agenda to include the item for consideration at this time. Lt. Schorzman said the action would be to declare an emergency

disaster for flooding and it would behoove us to declare an emergency now even though it doesn't necessarily attach a dollar amount but that way we can put the date of incidence in case we have to ask for a state or federal declaration. It doesn't necessarily obligate a certain amount of money but the state or federal government will ask if we've done everything we can do as a County before going to them for assistance. Commissioner Rule made a motion to sign both documents for local flood disaster emergency declarations one expiring May 31 and one on July 1<sup>st</sup>. The motion was seconded by Commissioner White and carried unanimously. (The declarations were recorded as Instrument Nos. 2017-012384 and 2017-012385 respectively.) Lt. Schorzman said his next step will be to meet with the highway districts with the Clerk and talk about where they are at with their budgets and see what their next steps will be because he anticipates them spending more than they normally would. The meeting concluded at 10:06 a.m. An audio recording is on file in the Commissioners' Office.

#### BIWEEKLY MEETING WITH DIRECTORS OF JUVENILE PROBATION AND MISDEMEANOR PROBATION TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION

The Board met today at 10:16 a.m. for a biweekly meeting with the Directors of Juvenile Probation and Misdemeanor Probation to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Juvenile Probation Officer Elda Catalano, Director of Misdemeanor Probation Jeff Breach, Juvenile Probation Officer Stacey Jackson, Sr. Juvenile Probation Officer Sherri Root, Juvenile Probation Officer John Bassett, Juvenile Probation Division Supervisor Linda Hall, Juvenile Probation Officer Michelle Parker, Sr. Juvenile Probation Officer Logan Brewer and Deputy Clerk Jenen Ross. Ms. Catalano brought several staff members with her who each gave introductions and background information about themselves. The Caldwell Police department has asked for assistance with their graffiti problem; Ross Garvin has been out all week with juveniles to clean up the graffiti and her department has been working with the Caldwell PD to identify kids doing the graffiti. There is a conference taking place in Phoenix, AZ to discuss collaboration with other programs that she would like to attend; she would like to use some of the lottery funds that are received from the State, along with monies from the Prosecutor and Public Defender's offices to help pay for the conference registration and travel with the end goal being to advance what they're doing and collaborate better for the betterment of the juvenile justice system; her intention would be to have one representative for the Public Defender's office, the Prosecutors office along with herself, she anticipates the cost to be about \$750 per person to attend. Commissioner White requested that Ms. Catalano create a workshop once she returns to share the information with her staff and be able to capitalize on the training and grow the knowledge within the department. The Board is okay with the expenditure.

Director Breach spoke about the Odyssey trail, he's been working with the Clerk's office and the solution they've come up with is that his office will kind of be an extension of the Clerk's office; when Odyssey goes live in October his staff is will receipt money the same way the other clerks do and it will be receipted thru the court system. In regards to the

priority of payments, his clerks have come up with an option for the community service fee, there is a “miscellaneous fee” option in Odyssey so it was proposed to the Supreme Court to use that to collect the community service fee, it is currently set at #9 and the cost of supervision falls to #10. They are currently waiting to hear back from the Supreme Court to see if they will allow the “miscellaneous fee” to be used. If it does continue to have to be received under the priority of payments there will be a pretty big hit to the community service program. Commissioner Dale asked Director Breach to outline a course of action so that the issues can be addressed and the implications can be understood. Mr. Breach thought it would be advisable for the Board to send a letter to Ms. Thomas at the Supreme Court but Commissioner Dale would really like to have a face-to-face meeting. Commissioner Rule suggested a letter may be a better idea as it creates a paper trail. Mr. Breach said he’d see what he can get set-up. The meeting concluded at 10:34 a.m. An audio recording is on file in the Commissioners’ Office.

EXECUTIVE SESSION MEETING UNDER IDAHO CODE § 74-206 (1)(E) TO CONSIDER PRELIMINARY NEGOTIATIONS INVOLVING MATTERS OF TRADE OR COMMERCE IN WHICH THE GOVERNING BODY IS IN COMPETITION WITH GOVERNING BODIES IN OTHER STATES OR NATIONS

The Board met today at 11:01 a.m. for an executive session meeting under Idaho Code § 74-206 (1)(e) to consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Brad Goodsell, Chief Deputy Assessor Joe Cox, Assessor Brian Stender, Erin Love from Mother Earth Brew Co. and Deputy Clerk Jenen Ross. Commissioner White made a motion to go into Executive Session at 11:02 a.m. pursuant to Idaho Code, Section 74-206(1) (e). The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Dale, White and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Brad Goodsell, Chief Deputy Assessor Joe Cox, Assessor Brian Stender, Erin Love from Mother Earth Brew Co. and Deputy Clerk Jenen Ross. The Executive Session concluded at 11:25 a.m. with no decision being called for in open session.

CONTINUATION OF PUBLIC HEARING – REQUEST BY TREASURE VALLEY RENEWABLES, LLC, FOR A COMPREHENSIVE PLAN MAP AMENDMENT, CONDITIONAL REZONE, AND DEVELOPMENT AGREEMENT, CASE NOS. PH2016-55 & 56

The Board met today at 1:31 p.m. to conduct a continuation of the public hearing in the matter of a request by Treasure Valley Renewables, LLC, for a Comprehensive Plan Map Amendment, conditional rezone, and development agreement, Case Nos. PH2016-55 & 56. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach

Wesley, DSD Director Tricia Nilsson, DSD Planner Jennifer Almeida, Chuck Anderson, Will Charlton, Tina Wilson, Kurt Christensen, Dave Jones, Bob Pittman, Neill Goodfellow, Jim McCune, Matthew Johnson, Jan Phillips, Michelle Page, Dorinda Wilkins, Aaron Flynn, Diana Sitts, Matthew Eicher, and Deputy Clerk Monica Reeves. Jennifer Almeida said the applicant has requested that the Planned Unit Development (PUD) appeal hearing scheduled for today be continued to April 27, 2017 at 2:00 p.m. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to continue the PUD appeal hearing to April 27 at 2:00 p.m. In regards to the comprehensive plan map amendment, conditional rezone, and development agreement, the Board heard testimony on March 8 and requested additional information from the applicant, specifically a letter from Intermountain Gas Company (IGC) and information regarding digesters or similar operations. Jennifer Almeida gave a brief summary of the exhibits presented.

The following people offered testimony in support of the application:

Chuck Anderson, who is the director of engineering and operations for Treasure Valley Renewables, said Exhibit 67 is a list of examples of current operating facilities in Idaho that are relatively close to the proposal and are using the methane gas in a beneficial manner. He spoke about project operations and the technology that will be used. The methodologies are safe and well-proven and according to the OSHA logs there have not been any anaerobic digester accidents in the past seven years, which is as far back as he could find. There has been considerable discussion with IGC and they have received all of the quality specifications they need for the gas in order to get into the pipeline as well as the equipment specifications in order to make the injection point. There are OSHA and National Institute of Occupational Safety and Health requirements as well as building codes and fire codes that must be adhered. Mr. Anderson said they will not stockpile at the location.

Will Charlton said they have a generator on site and they have to meet its capacity so they will have gas to produce their needs in those events. He said three things lead to a failure: 1) when people were trying to build digesters but they didn't know what they were doing; 2) when people didn't know how to operate a digester and those ended up being closed; and 3) when financial necessities are not in place and the facilities went bankrupt.

The following people offered testimony in opposition to the application:

Matthew Johnson said the application should be denied because it is an industrial scar in an agricultural area and there are major concerns. The letter from IGC is problematic for a number of reasons. He questioned what happens in times of low demand or when economics are off and IGC cuts them off; the applicant's response was they think they'll have plenty of advance notice and they'll shut down the digester but that's not as simple as it sounds so that's a question that will have to be answered. He said if IGC is not committed to receiving the product the applicant has to find something to do or shut their operations

down. He's glad to hear they will not stockpile on the property, but the letter from IGC raises questions they don't have answers for. Mr. Johnson said if the Board approves the request it deserves some detailed attention in drafting conditions on the rezone or at the PUD level. With regard to the list of digesters in Idaho, almost all are connected with a nearby facility and the proposal is much different from that. They are not talking about local waste piping in from a nearby dairy or other local properties, they're talking about trucking in waste from all over the area, most of it from outside of Canyon County so their site becomes a dumping ground for waste and they are processing it. This a major concern and it is not appropriate for this area. Another significant difference in those that are listed is where most are doing electricity production and they've negotiated contracts with Idaho Power to turn natural gas into electricity and sell it, but the applicants are not doing that, they are going through a different end process. They want to put it into the IGC facilities but they don't have a contract on that, and, they are talking about some sort of production, temporary onsite storage of these tanks and then transporting it off the site. There was a concern raised at the prior hearing about the lack of review or commentary from the fire department. They have no hazmat chemical gas handling equipment and they don't have any facilities in the area dealing with hazardous gas production; they can't answer until they have more specifics about their ability to handle this. He said they have dealt with some minor methane gas leaks related to residential facilities, but nothing at the industrial level. In conclusion he said this is not the right location for this project, but if the Board allows it to proceed they need to think much more about the conditions that should be imposed.

Jan Phillips, who served on the Parma Ambulance Service for 15 years, testified about response times and delays when dealing with second dispatch calls. She is opposed to the project due to its proposed location.

Maria Weber said the applicant stated there have not been any fires at anaerobic digester plants but when she did a Google search and researched anaerobic digester explosions she found an article stating there were almost 100 documented explosions or spills or problems in Germany alone. In January of 2017 in Florida there was a paper pulp digester that failed and in 2013 a digester in Oregon failed, and there were several others throughout the world with explosions, fires, pollution, contamination of water, and with injuries and fatalities so when the applicants say it's safe that is strongly misleading. Ms. Weber said this could be a great thing but at this location with so many residences so close to town is not the place to experiment with possible failure of plant facilities.

Matthew Eicher lives in Nyssa and owns the nearest residence to the proposed site on Shelton Road; he serves as a volunteer for the Vale Fire and Ambulance Department and he spoke about the difference between a fire response and a hazmat response.

Alan Weber referenced Exhibit 68 which is a letter from Bonnie Weber regarding findings of the P&Z Commission. The comprehensive plan map and the zoning change were

recommended for denial and his testimony is this is not the appropriate site for this type of facility.

Rebuttal testimony was offered by Chuck Anderson. He clarified the comments related to the offtake from the IGC pipeline. Their agreement is not with IGC, the offtake agreement will be with a major offtake company such as BP or Shell, but he can't reveal that. Some of their gas will end up in California; they are not adding gas to the pipeline, they are just diverting it from other locations. IGC is a local distributor and they purchase their gas from a third party source, Williams Pipeline, which is connected to IGC. It says IGC can receive less gas from Williams Pipeline and use our gas. The reason they would do that is the applicants will sell it to them cheaper than they can buy it from Williams Pipeline. The amount of gas they're adding is pretty minor in the entire scheme of things and because it's biogas it falls under the EPA regulations for reducing greenhouse gases. They will always produce their gas for internal consumption – the 8 megawatt power. Compressed Natural Gas is being used for trucks, so it's a replacement fuel for trucks and the tankage they use are designed to handle the pressures and the load.

Mr. Anderson said it was mentioned that there was a digester explosion at a pulp paper plant, but that was a pulp digester, not an anaerobic digester, and the company did not follow safety protocols. With regard to his search, he said he only looked at the United States.

Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to close public testimony. The Board's deliberation was as follows:

Commissioner White believe they are professionals in their field and are not lying or manufacturing things, but she thinks there are things they have not thought of or that they don't have specific information for and when it comes to the capacity and the involved technology she wants specifics. She said they did not look outside the U.S. but they did reference the success of it in European countries. She wants this business in Canyon County because it will benefit the agricultural community, but she does not believe it's compatible at this location. Other projects were placed on large open spaces, others are in industrial areas, and none of the others are on busy two-lane commuter lanes and she has grave concerns about placing the project at the highway 95 and Highway 20/26 location. It's an incredible business venture, but she is not comfortable with the location. Commissioner Rule said people are worried about the possible hazards associated with this plant, but there is a fertilizer plant and other commercial types of industry already in the area. He understands the neighbors' concerns with a change in industry locating there, but he likes industry and commerce so he looks at it from that side of things. Added traffic is insignificant to what the highways can handle, and there will have to be a traffic study. There is an industrial trend coming out of the east end of Parma and he believes the location is appropriate. They have the ability to handle the traffic and the biogas that's associated with the project, and, it has a long way to go before construction starts. Commissioner Dale said he relies on the policies, procedures and goals that have been

established by the comprehensive plan. There is a letter from the highway district that states they do not see any interference with traffic patterns or the flow of traffic that would cause concern. There are sufficient borders and boundaries to allow farm and agricultural opportunities not to be diminished in this area. There is significant commercial and industrial activity in downtown Parma. He believes the project can coexist with the agricultural uses in the area. Parma has a lack of housing and he believes the new jobs will spur new home growth. He appreciates the safety concerns expressed but said there are safeguards in place and there are studies and tasks that have to be completed before this moves forward at any kind of operational phase. There are regulations in place to make sure this type of cutting edge technology creative modeling of industry is safe to those around it. With regard to compressed natural gas, he said there is a lot of that usage in the Treasure Valley (Valley Regional Transit and Republic Services) and it is a proven technology. He said if IGC can't take gas we can require contractual agreements to be included in the contract with the suppliers of the raw materials that they have to be able to deal with those raw materials on their own should it become unfeasible for the applicant to receive that material. Also, there should be a stipulation that there can be no stockpiling of raw materials on the site. Methane gas is not referred to as hazardous material and he is comfortable that the fire department will not have to respond to a hazmat situation on this type of facility. Taking into account the factual material that's been presented and the material in our comprehensive plan that states these clear goals that this facility addresses, he is going to come down on the side of industry. We can put the safeguards in place to mitigate safety and proximity concerns. We need jobs and good economic development and this does that. There shall be no stockpiling of raw materials on site for the production of gas - those materials that are used in the anaerobic digester. There shall be contracts with suppliers of waste material so it's clear they could be shut off and they have to have a contingency plan to deal with their own waste. Commissioner Rule made a motion to approve the comprehensive plan map amendment to change the designation of the Parcels R38904 and R38904010 from Agriculture to Commercial and Commercial to Industrial. The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Rule and Dale voting in favor and Commissioner White voting against. The motion carried by a two-to-one split vote. Commissioner Rule made a motion to direct staff to prepare the resolution and written decision for the comprehensive plan map amendment for Case No. PH2016-55 and bring the written Findings on April 27, 2017 at 2:00 p.m. The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Rule and Dale voting in favor and Commissioner White voting against. The motion carried by a two-to-one split vote. Commissioner Rule made a motion to approve the ordinance directing the change to the official zoning map to change the designation of Parcel R38904 and Parcel R38904010 from Agriculture to Conditional Rezone Light Industrial. The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Rule and Dale voting in favor and Commissioner White voting against. The motion carried by a two-to-one split vote. Commissioner Rule made a motion to direct staff to prepare written Findings for the



Board's approval and bring the document back on April 27, 2017. The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Rule and Dale voting in favor and Commissioner White voting against. The motion carried by a two-to-one split vote. Commissioner Rule made a motion to continue the development agreement to April 27, 2017. The motion was seconded by Commissioner Dale. Ms. Almeida said the development agreement contains conditions pertaining to both requests so there's the need to continue that portion of it to April 27. A roll call vote was taken on the motion with Commissioners Rule and Dale voting in favor and Commissioner White voting against. The motion carried by a two-to-one split vote. The hearing concluded at 3:31 p.m. An audio recording is on file in the Commissioners' Office.

EIGHTEENTH DAY OF THE MARCH TERM, A.D., 2017  
CALDWELL, IDAHO APRIL 5, 2017

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

APPROVED CLAIMS ORDER NO. 4-10-17

The Board of Commissioners approved payment of County claims in the amount of \$172,772.85, \$98,475.57, \$421,360.67 and \$138,917.49 for accounts payable.

APPROVED JANUARY 2017 TERM COMMISSIONER PROCEEDINGS AND SYNOPSIS

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

CONSIDER INDIGENT MATTERS

The Board met today at 8:48 a.m. to consider indigent matters. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Indigent Services Director Yvonne Baker, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to approve the initial denials

for the following cases: Case Nos. 2017-703, 2017-704, 2017-688, 2017-690, 2017-661, 2017-700, 2017-778, 2017-685, 2017-687, 2017-590, 2017-689, 2017-705, 2017-686, and 2017-789. The meeting concluded at 8:49 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER AMENDING AGENDA (NON-48 HOURS' NOTICE): DISCUSSION REGARDING FLOODING IN CANYON COUNTY

The Board met today at 9:01 a.m. to consider amending the agenda concerning the non-48 hours' notice regarding flooding in Canyon County. Present were: Commissioners Tom Dale, Pam White, and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley, Deputy P.A. Allen Shoff, Controller Zach Wagoner, Lt. David Schorzman, Dale Nalder from the Idaho Office of Emergency Management, PIO Joe Decker, Captain Bill Adams, Captain Daren Ward, Lance Thueson, Alan Noe, Rex Barry, Ken Wood, Greg Shaw and other interested citizens and Deputy Clerk Monica Reeves. Clerk Chris Yamamoto arrived at 9:21 a.m. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to amend the agenda to include the discussion regarding flooding in Canyon County. Lt. Schorzman said on April 1 at midnight the Sheriff's Office called him regarding flooding at Rudd Road and Howe Road. The water was coming up pretty fast but then it went down and then the next day he received a call that Howe Road was washed out due to a breach in the Boise River near Weitz Road where the Eureka and the Upper Center Point canals. The water subsided after two private citizens, Lance Thueson and Alan Noe, worked to repair the breach. Lance Thueson said on early Friday morning he arrived on Weitz Road and he thought someone had opened the canals; everything was a normal, water was flowing, but later that day it was obvious it was more than the canal because the waste ditches were full and water was flowing toward houses. Ken Brush asked him if he would use his back hoe to breach the Center Point Ditch back into the Boise River, but that idea was nixed after he saw that the river was higher than the center point and it would bring more water in than out. Instead they decided to stop it at the diversion point by jamming it up with lava rock and other material. Then he said Alan Noe told him there was bigger problem on the Boise River where a chunk of the river bank was gone and the river was coming. They built a road so the trucks could get in and out and they spent the afternoon building the dam of rock over the Eureka. They were able to get it plugged. Mr. Noe was performing work downstream.

Alan Noe said he called dispatch about flooding on Howe Road that was threatening homes, and the highway district made the decision to cut the road and let it wash out the culvert to protect two homes which would have otherwise been under water before long. Commissioner Rule thanked Mr. Thueson and Mr. Noe for stepping up and being heroes and he questioned whether they could be sued by the Army Corps of Engineers (Corps) for the work the men did because they do not allow maintenance work on the river. He spoke about his frustration with Corps and his desire that the County's legal counsel help protect

Mr. Thueson and Mr. Noe should they get into trouble with the agency. Lt. Schorzman doubts they'll be sued because they were performing critical infrastructure and life saving measures. He will do a request for assistance to have a representative from the Corps provide expertise advice on where we're at and identify other places where we might need to shore up the river bank. Rex Barry, who is the state water master for the Boise River Basin, said the Corps has the final say on what happens on the Boise River and they work in cooperation with Bureau of Reclamation to plan and schedule releases based on rule curves but at the end of the day they have the final say. He believes the actions of Mr. Thueson and Mr. Noe helped protect the irrigation structures on the Boise River. Commissioner White asked if the County can take measures to shore it up, or do we need to go through the Corps to do that. Mr. Barry said the best course of action is to contact Brandon Hobbs with the Corps. He said they have hamstrung people on trying to do maintenance on the river for years and when asked about it he encourages people to contact their congressmen to see about getting some teeth back into doing maintenance on the gravel bars because that's our problem. Mr. Thueson said the patch work is holding but it's leaking and they need more wrap on the river side to support what they put in there. Commissioner Rule would like legal counsel to make a snapshot review of what we are authorized to have repaired and whether determine who has authority to tell them to fix this under emergent situation. He wants maintenance to start taking place and he wants Governor Otter informed of what is happening in this situation. Dale Nalder said with regard to the Corps, the requests have to come through the Idaho Office of Emergency Management and that can be done very quickly. He said Brandon Hobbs has been given the authority to take care of this area. A permit can be obtained in a matter of hours for the emergency work. Mr. Nalder does not recommend we do more at this point because it's not an emergency and we shouldn't push our good luck, but we should ask the Corps to look at the situation and give some recommendations and authorizations to do more things if we choose to do and then the Board can decide who will pay for it. Commissioner Dale wants to send a letter and request some changes and some aid. Ken Wood said the Lower Center Point Irrigation District has a diversion just below the spot where Mr. Thueson did some work and the water is going into the canal and is running across Notus Road through his ranch and onto Idaho Concrete's property. They had to cut the ditch to let the water go back to the river because it was filling up and threatening to go over. There are multiple places along the river that could be trouble and the district will have to come to the County and request assistance to do their repairs. Lt Schorzman said he and the Controller will meet with highway district directors tomorrow and talk about finances and after those meetings they'll have a better idea of who the point people will be and what the cost sharing would look like. Commissioner White wants the names of highway representatives and others involved and to get a timeline established so we know what we're doing. Greg Shaw, the Eureka Ditch Company President, said it was amazing that Mr. Thueson was able to shut it off because it was a huge amount of water that went to the head gates of the Eureka Ditch Company and ruined them so they're looking at trying to redo those. He said we have to be concerned with more breaches, and he asked how the district would apply for some emergency

funding to help rebuild their head gates. Lt. Schorzman will meet with Mr. Shaw after this meeting. Commissioner Dale wants a map of the area so we can identify the weak points. Mr. Barry said the only way to see what is actually happening is on the ground, but it would be helpful to have aerial photos at these current flow levels to see where the indentation is taking place, but the only way to see what is actually happening is on the ground. As far as concerns with potential failures, he said it needs to come from the landowners because they're the folks who can see it and maybe they can get the word out through social media. The meeting concluded at 9:47 a.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE AND CONSIDER SIGNING FY2017 CANYON COUNTY ELECTRONIC MONITORING SERVICES AGREEMENT

The Board met today at 9:56 a.m. for a legal staff update and to consider signing the FY2017 Canyon County Electronic Monitoring Services Agreement with Sentinel Offender Services. Present were: Commissioners Tom Dale, Pam White, and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley, Deputy P.A. Allen Shoff, Captain Daren Ward, and Deputy Clerk Monica Reeves. Allen Shoff said the contract is for Sentinel to provide alcohol and GPS monitoring for individuals who are released from custody while they are pending their court hearings. It's a renewal agreement with one small change. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to sign the Electronic Monitoring Services Agreement with Sentinel Offender Service. (See Agreement No. 17-026.) Zach Wesley presented the Board with a letter to Zions First National Bank providing the annual certificate of proof of insurance for the administration building. The County owns the property, the building is owned by the urban renewal agency financed through bonds through Zions Bank and we lease it back. The Board signed the letter, a copy of which is on file with this day's minute entry. The meeting concluded at 9:58 a.m. An audio recording is on file in the Commissioners' Office.

#### PUBLIC HEARING – REZONE REQUEST FOR DALE AND KATHY LEE, CASE NO. RZ-PH2016-65

The Board met today at 10:08 a.m. to conduct a public hearing in the matter of a request by Dale and Kathy Lee for a rezone of approximately 61 acres from Agricultural to Single Family Residential. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, DSD Planner Kyle McCormick, Darin Taylor, Roger Hawker, Lillian Moore, Bill Manley, Jamie Sharpe, Tom Moore, Colleen Matosich, Christine Hitchner, and Deputy Clerk Monica Reeves. Kyle McCormick gave the oral staff report noting that staff is recommending approval of the request. Darin Taylor offered testimony on behalf of the applicants, Dale and Kathy Lee, who couldn't be here due to health reasons. The Lees have owned the property longer than any of the surrounding subdivisions have been

approved. They are surrounded on three sides by subdivisions; the lot sizes are in between 1-2 acres and the zone they are seeking allows for a minimum of a one acre average instead of rural residential which requires a minimum of a two acre average. The exact size of lots, location of lots, and lot layout is dependent upon access. There has been no established or agreed to access from the Lee property north to Kemp Road. According to Mr. Taylor the highway district is asking for something that is not legally possible so they will work through some of those subjects during the platting phase. The highway district is asking the Lees to connect to private roads and Mr. Taylor said they have talked with the landowners and the homeowners association for the last couple years but there's not an agreement on that subject. The Lees are not planning on accessing from any of the privately owned/maintained streets at this time. Based on the current discussions of concept plans they are looking at 43-45 lots meeting the requirements of the highway district as well as extending west the 60' foot wide no build/no septic tank area as required by the irrigation district. What is being considered today is the rezone phase; the design phase will come back to the Board at a later date. Rodger Hawker offered neutral testimony; he has concerns about how the proposal will impact his irrigation water, his water well, and the tax classification on his property. He also has concerns about the traffic in the area. Lillian Moore spoke about her concerns with why the P&Z Commission forwarded the case with a recommendation of denial, but staff is recommending approval. Director Nilsson said staff is required to give an independent recommendation to the Board of Commissioners. It's based on the comprehensive plan policies, rezones in particular, and the elements of a rezone decision analyzed with the context of the testimony from the hearings as well as agency comments and everything that comes in. Staff felt that since the comprehensive plan recommended the area be residential, and the P&Z Commission's decision came down to density, an R-1 versus an R-R and staff believes that the issues from the neighbors are very important but a lot of those will ultimately be determined by the nutrient pathogen study results, traffic impacts, other site constraints and that the R-1 will probably give more design flexibility. It will be platted and a lot of the issues will be fully vetted out and dealt with. Director Nilsson said the recommendations are independent, one isn't more important than the other. Jamie Sharpe testified about her concerns with safety, traffic, water, the amount of wells being drilled, and school enrollment being over capacity. She believes it would be appropriately zoned as "RR" rather than "R1". Colleen Matosich testified that she is not necessarily opposed to the proposal, but she is opposed to the lot density, which according to a report, could be up to 59. She said there are 27 platted subdivisions within a mile range and they have an average lot size of 2.89 acres so when looking at 59 homes on 60 acres its too dense. Ms. Matosich also testified about traffic concerns and negative impacts to the surrounding neighborhoods. Christine Hitchner testified that her concerns deal with public safety and the agencies' response times. Lori Edwards testified about how her concerns with how traffic will impact her property. Darin Taylor offered rebuttal testimony. He said the Lees have been good neighbors and the points of contention have arisen since they wanted to change their land use from agriculture. The issues appear to be whether or not to use Kemp Road on the north and so

the Lees are proceeding until that is resolved through the courts with a plan to not use Kemp Road to the north. The second point is the density. The maps in the staff report show the adjacent subdivision lot size very in size between 1-2 acres. The Lees are proceeding according to the 4-step process: 1) land use approval; 2) preliminary plat that also has to go to a public hearing before the P&Z Commission; 3) construction drawings; and 4) they will be required to install all improvements required by highway district, irrigation district, and other agencies providing services to this area. Once the infrastructure is constructed the Lees will file an application for a final plat. Mr. Taylor said the request from the landowners about density and lot size can be addressed at the land use stage with zoning but because of the soil types and requirements of the highway district and abutting subdivisions, a better chance to address the density is more appropriate on this project at the platting phase. The Lees intend to be good neighbors and follow all County and agency rules. The school district is aware of the situation with children and it is not dire. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to close public testimony. Commissioner Rule has no problem recognizing this as a growth area. The only problem area with the project deals with the lengthy letter from the highway district; there are a lot of issues that Chris Hopper has identified that will have to be resolved before the plat would be approved. He said Middleton is becoming a residential bedroom of the Boise area and he wishes the application was for industrial or commercial growth but this seems to be what comes from the Middleton area. Commissioner White said there weren't any concerns about the Lees so she will accept that they have been good neighbors and will continue to be good neighbors with what they want to do with their property. With regard to traffic concerns she suggested the neighbors get organized and ask the highway district for a four-way stop and move forward to address the concerns they have. She understands the concerns but believes the proposal fits well within the location, and she said the applicants have a lot of work to do. Commissioner Dale said the comprehensive plan says this area is designated residential, but the big issue seems to be density. He has a hard time requiring a two acre minimum when all around the area the minimum lot sizes are 1-2 acres. He said the school district has the responsibility to supply the schools for whatever population is there and although he takes it into consideration he will not cite that as a reason to turn down an application. Traffic concerns are legitimate and he will not sign a plat until he sees a traffic study and a plan to deal with the traffic given that Kemp Road and JR Way are private roads that are not likely to be allowed access to this. He believes in property rights and one of the tough things Commissioners do is determine the balance between governmental regulation and private property rights. There will be considerations that will likely limit the project to 40 lots rather than 50-60. Commissioner Rule made a motion to approve the rezone from agriculture to Single Family "R1" and sign the written Findings of Fact, Conclusions of Law and Order. The motion was seconded by Commissioner White. A roll call vote was taken on the motion to approve with Commissioners Rule, White, and Dale voting in favor. The motion carried unanimously. Commissioner Rule made a motion approve the ordinance directing changes to official

zoning map from Agriculture to “R1”. The motion was seconded by Commissioner White. A roll call vote was taken on the motion to approve with Commissioners Rule, White, and Dale voting in favor. The motion carried unanimously. (See Ordinance No. 17-004.) The hearing concluded at 11:13 a.m. An audio recording is file in the Commissioners’ Office.

NINETEENTH DAY OF THE MARCH TERM, A.D., 2017  
CALDWELL, IDAHO APRIL 6, 2017

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

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Anthony Bernstein, Paige Gabiola-Reedy, Audrey McKay and Steven Philpott.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Idaho Power in the amount of \$8630.00 for the Facilities department

APPROVED CLAIMS ORDER NO. 4-6-17

The Board of Commissioners approved payment of County claims in the amount of \$8630.00 for accounts payable.

CONSIDER INDIGENT MATTERS

The Board met today at 8:48 a.m. to consider indigent matters. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Indigent Services Yvonne Baker, Hearing Generalist Kellie George, Interview Specialist Angela Papa, Hearing Specialist Michelle Kidd, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to continue Case Nos. 2016-1477 and 2017-137 to June 1, 2017, and Case No. 2017-291 to June 29, 2017. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the final denial and issue a written decision within 30 days for Case No. 2017-255. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to issue approval with a written decision to be issued

within 30 days for Case No. 2017-343. The meeting concluded at 8:52 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-847

The Board met today at 9:01 a.m. to conduct a medical indigency hearing for Case No. 2016-847. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Interview Specialist Angela Papa, Hearing Specialist Michelle Kidd, the applicant and his wife, Tim Ryan from Saint Alphonsus Regional Medical Center, Attorney Bryan Nickels, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to issue a written decision within the next 30 days. The hearing concluded at 9:48 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-1613

The Board met today at 9:52 a.m. to conduct a medical indigency hearing for Case No. 2016-1613. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Hearing Specialist Michelle Kidd, the applicant, Stephen DeVille from Saint Alphonsus Regional Medical Center, Attorney Bryan Nickels, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to take Case No. 2016-1613 under advisement with a written denial to be issued within the next 30 days. The hearing concluded at 10:02 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-109

The Board met today at 10:05 a.m. to conduct a medical indigency hearing for Case No. 2017-109. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Hearing Specialist Michelle Kidd, the applicant, the applicant's friend, Attorney Mark Peterson, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to approve the case and issue a written decision within 30 days. The hearing concluded at 10:17 a.m. An audio recording is on file in the Commissioners' Office.



#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-252

The Board met today at 10:20 a.m. to conduct a medical indigency hearing for Case No. 2017-252. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Hearing Specialist Michelle Kidd, Attorney Mark Peterson, and Deputy Clerk Monica Reeves. The applicant did not appear. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to suspend the case. The hearing concluded at 10:25 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-265

The Board met today at 10:30 a.m. to conduct a medical indigency hearing for Case No. 2017-265. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Hearing Specialist Michelle Kidd, Stephen DeVille from Saint Alphonsus Regional Medical Center, the applicant, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to issue a written decision of denial within the next 30 days. The hearing concluded at 10:36 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-297

The Board met today at 10:40 a.m. to conduct a medical indigency hearing for Case No. 2017-297. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Hearing Specialist Michelle Kidd, Tim Ryan from Saint Alphonsus Regional Medical Center, the applicant, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to issue a written decision of denial within the next 30 days. The hearing concluded at 10:43 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-292

The Board met today at 10:46 a.m. to conduct a medical indigency hearing for Case No. 2017-292. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie

George, Hearing Specialist Michelle Kidd, Tim Ryan from Saint Alphonsus Regional Medical Center, and Deputy Clerk Monica Reeves. The applicant did not appear. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to place the case in suspension awaiting further information. The hearing concluded at 10:49 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-1320

The Board met today at 10:50 a.m. to conduct a medical indigency hearing for Case No. 2016-1320. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Hearing Specialist Michelle Kidd, Stephen DeVille Saint Alphonsus Regional Medical Center, Attorney Bryan Nickels, and Deputy Clerk Monica Reeves. The applicant did not appear. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to continue Case No. 2016-1320 to June 29, 2017. The hearing concluded at 10:57 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-271

The Board met today at 10:59 a.m. to conduct a medical indigency hearing for Case No. 2017-271. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Hearing Specialist Michelle Kidd, and Deputy Clerk Monica Reeves. The applicant did not appear. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to take Case No. 2017-271 under advisement and issue a final denial within 30 days. The hearing concluded at 11:00 a.m. An audio recording is on file in the Commissioners' Office.

#### TAKE MEDICAL INDIGENCY CASES UNDER ADVISEMENT

The Board met today at 11:00 a.m. to consider medical indigency matters. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Hearing Specialist Michelle Kidd, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to take the following cases under advisement to issue a final denial within 30 days: Case Nos. 2017-261, 2017-316, and 2017-254. The meeting concluded at 11:01 a.m. An audio recording is on file in the Commissioners' Office.

TWENTIETH DAY OF THE MARCH TERM, A.D., 2017  
CALDWELL, IDAHO APRIL 7, 2017

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

OPEN BIDS FOR CELEBRATION PARK WATER WELL CONSTRUCTION PROJECT

The Board met today at 9:01 a.m. to open bids for the Celebration Park Water Well Construction Project. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Parks Director Tom Bicak, and Deputy Clerk Monica Reeves. The only company to submit a bid was Adamson Pump and Drilling, Inc., in the amount of \$32,010. It's unclear what their bid covers so Mr. Bicak will follow up with them. There was discussion about restarting the bid process with more specificity given as to the pump and manifold so that's clear what the requirements of the project are. Mr. Bicak and Mr. Eames will follow up with the Board next week. The meeting concluded at 9:21 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING FINAL PLAT FOR THE REPLAT OF BC SIX SUBDIVISION

The Board met today at 9:30 a.m. to consider signing the final plat for the replat of the BC Six Subdivision. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, DSD Planner Kyle McCormick, Johnny Ezacharias with T-O Engineering, and Deputy Clerk Monica Reeves. Kyle McCormick said the applicants are proposing to combine Lots 2 and 3 of BC Six Subdivision and remove the common boundary utility easement, as well as Ties Way, which is a private road ingress/egress easement, as well as a 10 x 10 foot fire hydrant easement. The purpose of the replat is to allow for the development of a feed store and gas station. The application did not meet the requirements of a minor replat as defined in the Canyon County Subdivision Ordinance in that it had to go through a substantial change process therefore they are bringing the final plat to the Board for a replat. The properties are zoned commercial. Southwest District Health has reviewed and approved the plat, and the Nampa Highway District has signed it. The Upper Deer Flat Fire District did not object to the replat and acknowledged the movement of the 10 x 10 fire hydrant easement as shown on the replat. Keller and Associates reviewed the plat and the corrections from their review were made by T-O Engineers. The subdivision meets the requirements of Idaho Code and the Canyon County Zoning Ordinance, Article 17 for a final plat. Staff is recommending the Board sign the final

plat. Director Nilsson said when it was originally platted there was a private road or easement that paralleled the state highway but it wasn't going to be used, it wasn't necessary, so part of the replat is to get rid of that so more land can be useable. There was also some work with the adjacent lot owner and highway district to make sure they have a common drive to limit the number of accesses to the arterial. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to authorize the Chairman to sign the final replat of BC Six Subdivision. The meeting concluded at 9:34 a.m. An audio recording is on file in the Commissioners' Office.

THE MINUTES OF THE FISCAL TERM OF MARCH 2017 WERE READ AND APPROVED AND FOUND TO BE A PROPER RECORD OF THE PROCEEDINGS OF THE BOARD OF CANYON COUNTY COMMISSIONERS, CANYON COUNTY IDAHO.

APPROVED: Commissioners Steven J. Rule and Pam White

ATTEST: CHRIS YAMAMOTO, CLERK

Jenen Ross, Deputy

DATE: 06/09/17

FIRST DAY OF THE APRIL TERM, A.D., 2017  
CALDWELL, IDAHO APRIL 10, 2017

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

#### APPROVE THE TREASURER'S TAX CHARGE ADJUSTMENTS BY PIN

The Board approved the Treasurer's Tax Charge Adjustments by PIN for March 2017.

#### COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:32 a.m. for an office staff meeting. Present were: Commissioners Tom Dale and Steve Rule, PIO Joe Decker, Deputy Clerk Jenen Ross, and Deputy Clerk Monica Reeves. The Board reviewed this week's schedule with staff. Joe Decker reported on the following communication items: talking points for this week's KBOI radio interview, he will attend a wrap-up meeting with IT for the employee portal website; will meet with the Sheriff's Office for the upcoming law enforcement memorial service; he will make the spring clean-up day more visible on the website and on Facebook; the household hazardous waste disposal event will be held on June 10 at the Ford Idaho Center and they will put flyers in the assessment notices to residents; he is working on a jail webpage with information on past bonds; he will attend the groundbreaking for Indian Creek today; and he will work with the elections office to get the word out on the polling place changes. Commissioner Rule wants a legislative change that requires the Clerk, rather than the Board, to canvass election results because it's a waste of time to have the Board do it when it is managed by the Clerk and he should be responsible for it. The meeting concluded at 8:45 a.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE, AND CONSIDER SIGNING RESOLUTION CLASSIFYING RECORDS OF THE CANYON COUNTY SHERIFF'S OFFICE AND AUTHORIZING DESTRUCTION OF CERTAIN FILES/RECORDS

The Board met today at 9:00 a.m. for a legal staff update and to consider signing a resolution classifying records of the Canyon County Sheriff's Office and authorizing destruction of certain files/records. Present were: Commissioners Steve Rule and Tom Dale, Deputy P.A. Allen Shoff, Deputy P.A. Brad Goodsell, Lt. David Schorzman, and Deputy Clerk Monica Reeves. Mr. Shoff said the records are two calendar years' worth of public records requests from 2010 and 2011 and are well outside the two-year retention schedule. Lt. Schorzman said the documents are the records requests forms, not the responses to the requests. Commissioner Rule has concerns about public records requests for elected officials being

destroyed. Lt. Schorzman said there are electronic copies, the resolution will allow the destruction of the paper copy, although it might be better to table this matter so he can get some clarification. Commissioner Rule said he has no concern if there are electronic records. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to continue this matter to another time once Lt. Schorzman is able to make that confirmation. During the legal staff update Commissioner Rule raised a procedural question regarding the canvassing of election results. He said it consists of the Commissioners looking at a page with numbers that the Clerk has compiled and then signing off that they are accurate and he believes that's a waste of procedure and he wants to look into what it would take to introduce legislation next year to have that process removed because it's the Clerk's responsibility to make sure those are accurate. Mr. Goodsell said he can identify the statute it falls under and then he suggested the Board discuss it with the Idaho Association Counties. The meeting concluded at 9:10 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 9:40 a.m. for a biweekly meeting with the Director of Development Services to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson and Deputy Clerk Jenen Ross.

*Director Nilsson gave updates on the following items:*

Her department is currently about \$27K in the black on permit fees with a \$27K building permit fee coming in from Golden West for an onion packing shed; they've issued permits for about 4 other onion storage buildings for the same company along with J.C. Watson and are expecting to see more coming thru the door.

She is working on a compliance plan for the McEvoy case, they've received a 400 item inventory list and are working on a plan to get the items cleaned up. In regards to the structures on the property, Ms. Nilsson said they have issued some building permits but she needs to confirm against the special master's report what they saw vs. her permit report. She is not confident she knows entirely what is on the property at this point.

There is a case that goes back 5+ years with Blue Barn Produce, the property is located on Hwy 20-26 within the Caldwell impact area. Director Nilsson is going to meet with the owner today to discuss what kind of commercial uses are appropriate in the ag zone. The owner has been given her zoning options and Dave Curl is working with her on the building options since it's just a seasonal business. Ms. Nilsson said there may be some additional cases that come before the Board as her department is doing some clean-up and resolving older cases.

At the COMPASS meeting they recently approved the FY18 UPWP (Unified Planning Work Program). There is going to be a study to look at traffic impacts and to understand the tourism uses out in the winery areas. They've been working with the highway districts and ITD to determine how much traffic is coming in, so far an expensive traffic impact study has been avoided as there really isn't a lot of traffic in those areas but they would like to have some documentation so there will be less issues whenever a winery looks to expand their operations.

The meeting concluded at 9:52 a.m. An audio recording is on file in the Commissioners' Office.

#### CONSIDER DESIGNATING POLLING PLACES FOR THE MAY 16, 2017 ELECTION

The Board met today at 10:02 a.m. to consider designating polling places for the May 16, 2017 election. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Chief Deputy Clerk Drew Maffei, Elections Supervisor Cindy Ponder, PIO Joe Decker and Deputy Clerk Jenen Ross. Mr. Maffei explained that all voting sites will be open for this election, however, one precinct is a double site so it'll be used but not both precincts; 63 of 64 precincts will be used. Six sites have been moved, accessibility has been an issue so 4 sites were moved due to the DOJ requirement in regards to ADA accessibility and 2 sites were moved due to exorbitant costs to rent the facility. The two being moved due to cost are from the Nampa Civic Center as the current cost to rent the facility is \$961 per election. Notification of the new locations will be done thru the website, by press release and cards will be sent to the effected voters. The meeting concluded at 10:08 a.m. An audio recording is on file in the Commissioners' Office.

#### PUBLIC HEARING – COMPREHENSIVE PLAN MAP CHANGE AND REZONE FOR OODA LOOP, LLC, CASE NO. PH2017-2&3

The Board met today at 1:32 p.m. to conduct a public hearing in the matter of a request by Ooda Loop, LLC, for a Comprehensive Plan Map Change to change the Future Land Use Designation of parcel no. R30430, approximately 4.93 acres, from "Agriculture" to "Residential". Also requested is a Rezone of parcel no. R30430, approximately 4.93 acres from an "A" (Agricultural) Zone to an "R-1" (Single Family Residential) Zone. The subject property is located at Star Road in Nampa, ID, in the NW ¼ of Section 08, T3N, R1W, BM. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, DSD Planner Kyle McCormick, Phil Horton, and Deputy Clerk Monica Reeves. Kyle McCormick gave the oral staff report. The P&Z Commission recommended approval of the request on March 2, 2017. Staff is recommending approval and has prepared Findings of Fact and Conclusions of Law, and Order for the Board's consideration. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to close public testimony. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to approve the Comprehensive Plan Map Change for Case No. PH2017-3. (See Resolution No. 17-050.) Upon the motion of

Commissioner White and the second by Commissioner Rule, the Board voted unanimously to approve the Rezone from Agricultural to "R-1" for Case No. PH2017-2. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the ordinance directing amendments to the Canyon County Zoning Map. (See Ordinance No. 17-005.) The hearing concluded at 1:39 p.m. An audio recording is on file in the Commissioners' Office

MONTHLY MEETING WITH THE PARKS DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION AND TO CONSIDER SIGNING THE STATE HISTORIC PRESERVATION OFFICE AND CANYON COUNTY MEMORANDUM OF AGREEMENT FOR THE DEVELOPMENT OF CANYON COUNTY HISTORIC PRESERVATION PLAN

The Board met today at 2:18 p.m. for a monthly meeting with the Parks Director to discuss general issues, set policy and give direction and to consider signing the State Historic Preservation Office and Canyon County memorandum of agreement for the development of Canyon County Historic preservation plan. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy P.A. Sam Laugheed (left at 3:10 p.m.), Deputy P.A. Zach Wesley (left at 2:24 p.m.), Parks Director Tom Bicak, Outdoor Recreation Planner Nicki Schwend, DSD Director Tricia Nilsson (left at 3:10 p.m.) and Deputy Clerk Jenen Ross. Ms. Schwend explained that they submitted for the State Historic Preservation grant because we are overdue for an update to the 1992 Historic Preservation Plan. The total grant award amount is \$8380 being funded by the State and \$8380 being made up by the Parks department, DSD and the IT Print. This grant will help defray the costs of a County Historic Preservation Plan to provide guidance on which priorities to look at preserving. Zach Wesley said the grant has been reviewed by legal and is in an MLU form with the Idaho State Historical Society, however, they are federal monies that have trickled down thru the historical society thru the State and for that reason the acceptance of the award requires that we comply with federal reporting requirements as well as their procurement requirements; the award also requires that we indemnify the State Historical Preservation Office but is limited to the extent of the agreement and there is virtually no liability. Commissioner Rule made a motion to sign the State Historic Preservation Office and Canyon County Memorandum of Agreement for the development of Canyon County historic preservation plan, the motion was seconded by Commissioner White with the Board voting unanimously to sign the agreement (see agreement no. 17-027).

Ms. Schwend continued the meeting giving updates on the following items: The temporary occupancy permit for the museum expired on April 1<sup>st</sup> and they have complied with everything on the list with the exception of item number 4 as they need final inspections from the fire district and Southwest District Health, however, the sign-off by Southwest District Health is contingent upon the well project. As far as the fire district they are just waiting on a signature from the fire chief at Melba Fire Department. Director Nilsson is okay with issuing another year extension on the Certificate of Occupancy if that is what the Board advises. Commissioner Dale feels that is the best way to go as the well project is taking longer than expected. Mr. Bicak does not feel there should be any issue in getting



approval from the fire district as they've been working closely with the district to meet all their requirements in regards to access roads and the wildland fire awareness campaign. Ms. Nilsson said anytime they would do a temporary Certificate of Occupancy they do have the satisfaction of the life safety measures and she does know they are in place at the museum, it's just a matter of resolving some of the final details.

Ms. Schwend reviewed a draft of the 2, 5 and 10 year plan with Director Bicak's impending retirement. Ms. Schwend will move up to the Parks Director, Laura Barbour will move into the Outdoor Recreation Planner position and the Programs Manager position left vacant by Ms. Barbour will need to be filled. The Programs Manager job description will be modified to include overseeing and assisting the exhibition coordinator in running the museum. Ms. Schwend provided a brief overview of plans for the facilities at Celebration Park and Crossroads Museum, land acquisitions, programs, preservation efforts and bringing more attention to Canyon County Parks (A copy of this handout is on file with this day's minute entry). There was a discussion regarding the property to the east of the visitor center between Celebration Park and BLM land owned by Jim Sleger; Mr. Bicak said his understanding is that Mr. Sleger will probably just donate the land to the Parks department once he is ready to retire. He will reach out to Mr. Sleger in regards to the Parks department having first right of refusal for the property and Mr. Laugheed said he could draft a letter. Mr. Laugheed recommends to the Board to allow the succession plan to continue as laid out and to have Ms. Schwend in place to become the Director on May 1<sup>st</sup>; he feels the Board is in a position to consider appointing Ms. Schwend to the director position and Ms. Barbour to the outdoor recreation planner position. In order to move forward with these changes the Board will need to give direction to Director Bicak and Ms. Schwend to work with Director Baumgart and HR to produce the necessary paperwork or if the Board chooses to look into other options HR would need to assist with that process. He did state that there could be legal or policy issues that come into play but with the benefit of the work he's done in the past and the view of this process over the last couple of years he feels the Board is in a position today to effectuate this part of the plan. An additional agendaized meeting would not be necessary as these items have been previously contemplated and because the decision would be part of the ministerial paperwork. Mr. Bicak has agreed to consult with Ms. Schwend as an independent contractor for the county on certain projects if the need arises. Commissioner Dale said he appreciates the thought that has gone into the succession and success planning for the Parks department. Mr. Laugheed suggested Mr. Bicak and Ms. Schwend work with HR to get the appropriate forms completed for consideration by the Board to complete this portion of the succession plan.

Ms. Schwend gave a brief review of park updates including a walk held at Halverson Lake recently, the Lake Lowell marathon, Dr. Mark Plew has offered a week of his field school at Celebration Park, Slow Art Day happened on April 8<sup>th</sup>, CWI held an event for the Society for Anthropology in Community Colleges at Celebration Park, they met with the 5 tribes of Back to the Boise Valley People at Gowen Field, May is Idaho Archaeology and Historic Preservation month, update on IT communications and information from Idaho Tower in regards to the line of sight study, they have only received 4 applications so far for the gun range advisory committee so they would like to continue seeking applicants in order to provide a suitable and adequate committee, staff training is going well and they will be fully

staffed by the 17<sup>th</sup>, some vandalism has occurred at the park recently along with some flooding, there were some windows broken on the dorms which has caused concern for the large windowed roll-up doors but Ms. Schwend believes she has a solution and will work with Facilities on that and present it to the Board at a later time, Ms. Barbour has submitted for a grant to acquire an ADA accessible bus that would allow transportation of guests to Celebration Park or Lake Lowell, the Lake Lowell spring field trip schedule is full, there is a Historic Preservation Commission meeting being held tomorrow night and a copy of the letter that was submitted to the Bureau of Land Management by Ms. Schwend in regards to the Victory Lane improvements and a picture of where they suggest BLM improve the road for the fire department is included (a copy of the hand-out is on file with this day's minutes). The meeting concluded at 3:20 p.m. An audio recording is on file in the Commissioners' Office.

SECOND DAY OF THE APRIL TERM, A.D., 2017  
CALDWELL, IDAHO APRIL 11, 2017

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

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

The Board met today at 8:49 a.m. for a biweekly meeting with the HR Director to discuss general issues, set policy, and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, HR Director Sue Baumgart, Deputy P.A. Mike Porter, and Deputy Clerk Monica Reeves. Today's discussion focused on the performance evaluation surveys the Board will use for its department administrators. The purpose of the evaluation is to provide an opportunity for identifying areas of strength as well as help provide areas for training. The surveys will be sent to the Board for final review and then sent to employees later this week. Commissioner Dale would like Director Baumgart to attend Friday's meeting with the ambulance district where there will be a discussion about updates to their employee handbook. The meeting concluded at 9:24 a.m. An audio recording is on file in the Commissioners' Office.

THIRD DAY OF THE APRIL TERM, A.D., 2017  
CALDWELL, IDAHO APRIL 12, 2017

PRESENT: Commissioner Tom Dale, Chairman  
Commissioner Pam White  
Commissioner Steve Rule

APPROVED CLAIMS ORDER NO. 1714

The Board of Commissioners approved payment of County claims in the amount of \$1,494,987.09 for a County payroll.

APPROVED CLAIMS ORDER NO. 4-12-17

The Board of Commissioners approved payment of County claims in the amount of \$28,827.36 for accounts payable.

APPROVED CLAIMS ORDER NO. 4-25-17

The Board of Commissioners approved payment of County claims in the amount of \$201,274.09 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Commercial Tire in the amount of \$10,486.00 for the Solid Waste department

CONSIDER INDIGENT DECISIONS

The Board met today at 8:49 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale and Pam White, Indigent Services Director Yvonne Baker, Customer Service Specialist Amy Brown and Deputy Clerk Jenen Ross. Director Baker said the following cases do not meet the criteria for eligibility, the following cases are initial decisions: 2017-720, 2017-731, 2017-725, 2017-728, 2017-717, 2017-716, 2017-729, 2017-727, 2017-849, 2017-912, 2017-719, 2017-718 and 2017-730 - Commissioner White made a motion as per the Clerk's statements of findings the cases as read into the record do not meet the criteria for assistance and moves that the cases be initially denied, Commissioner Dale seconded the motion with the Board voting unanimously to issue initial denials on the cases as read into the record. Ms. Baker read the following cases into the record stating that they do meet the criteria for eligibility: 2017-702 and 2017-706 - Commissioner White made a motion that as per the Clerk's statement of finding the cases just read into the record do meet the criteria for assistance and moves that the cases be initially approved for County assistance, Commissioner Dale seconded the motion with the Board voting unanimously to initially approve the cases as read into the record. The meeting concluded at 8:51 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING CONTRACT WITH CASCADE FENCE COMPANY FOR SPRING 2017  
CANYON COUNTY JAIL POD 5 PERIMETER FENCING PROJECT

The Board met today at 9:04 a.m. to consider signing the contract with Cascade Fence Company for the spring 2017 Canyon County Jail Pod 5 Perimeter Fencing project. Present were: Commissioners Tom Dale and Pam White, Chief Deputy P.A. Sam Laugheed, Facilities Director Paul Navarro, Torrie Cope from the Idaho Press-Tribune and Deputy Clerk Jenen Ross. Mr. Laugheed explained this is the result of a solicitation of bids that was initiated about 6 weeks ago after detailed blueprint specs were created by Houston-Bugatsch Architects for the perimeter fence. The solicitation of bids process was completed and one bid was received; the statute requires that the county do everything possible to get at least 3 bids. Three different contractors were identified and Mr. Navarro conducted a walk-thru with those potential vendors and Cascade Fence seemed to be the most interested in the project; although the other contractors were qualified Cascade Fence was the contractor that could accommodate the schedule. The bid is within the estimate that the architect, engineer and Director Navarro came up with and it was slightly modified after the low bid response to eliminate the necessity of harvesting the material from Jerome County as the contractor advised that would be significantly more expensive. Mr. Laugheed's understanding is that Sheriff Donahue has been in contact with the Jerome County Sheriff to express Canyon County's sincere appreciation for the offer. The project is at \$28K and anticipated to take 4 weeks to complete. Director Navarro will be working closely with the contractors on this project to ensure that it is done correctly and in a secure way given the nature of the facility. Mr. Navarro stated that this is Sheriff Donahue's design and they worked closely with him and his command staff to design exactly what he wanted, the fence follows the perimeter of the sidewalks and creates a buffer for contraband going into the rec yard which has been a huge issue for that facility. The variance was granted to the county last night so the fencing can be up to 12', which will be a 10' fence and then about 18" of double-helix razor wire. The contractor will also be removing the 3-strand barbed wire on the existing fence and installing the double-helix razor wire which the variance was also granted for last night. There is a gate that allows clergy and attorneys to enter the facility that the facilities department will work to install an electro-magnet with a camera and a release inside the deputy station that can manually open the door, badges will also be coded to access the gate. Mr. Navarro has spoken with Cascade Fence and since the ground is thawed and the variance is in place they hope to start in about 2 weeks. Mr. Laugheed and Mr. Navarro said Cascade Fence will be providing their performance and payment bonds in due course once they get started and a building permit will be obtained from the city. Commissioner White made a motion to sign the contract with Cascade Fence Company for the Spring 2017 Canyon County Jail Pod 5 Perimeter Fencing project scheduled to begin in about 2 weeks, Commissioner Dale seconded the motion with the Board voting unanimously to sign the contract (see agreement no. 17-028). The meeting concluded at 9:10 a.m. An audio recording is on file in the Commissioners' Office.

## LEGAL STAFF UPDATE

The Board met today at 10:01 a.m. for a legal staff update. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy P.A. Sam Laugheed and Deputy Clerk Jenen Ross.

*Note for the record: As properly noticed the Board met today at 10:01 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter and records exempt from public disclosure and attorney-client communication. The Executive Session was held as follows:*

Commissioner Rule made a motion to go into Executive Session at 10:02 a.m. pursuant to Idaho Code, Section 74-206(1) (b) and (d). The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, Dale and White voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy P.A. Sam Laugheed and Deputy Clerk Jenen Ross. The Executive Session concluded at 10:22 a.m. with no decision being called for in open session.

## PUBLIC HEARING TO CONSIDER A REQUEST BY CHANEY STOTTS CONSTRUCTION FOR APPROVAL OF A PRELIMINARY PLAT & FINAL PLAT FOR NORTH SOUTHWICK COMMERCIAL SUBDIVISION; CASE NO. PH2016-52

The Board met today at 11:02 a.m. for a public hearing to consider a request by Chaney Stotts Construction for approval of a preliminary plat & final plat for North Southwick Commercial Subdivision; Case No. PH2016-52. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, DSD Planner Jennifer Almeida, A representative from North Southwick Commercial Subdivision and Deputy Clerk Jenen Ross. Jennifer Almeida gave the staff report stating that the subject property was conditionally rezoned to 'CR-C2', which is Condition Rezone – Service Commercial, on March 30, 2016 and the development is subject to the recorded development agreement. The subject property is located within Caldwell's impact area; the planning and zoning commission recommended approval of the preliminary plat on March 2, 2017 and the applicant has obtained the required signatures on the final plat mylar. North Southwick Commercial Subdivision contains two commercial lots, will utilize individual domestic wells, there is no irrigation water available to the property and there is a shared ingress/egress to state Highway 44. Keller and Associates has reviewed the proposed plats and drainage reports and their comments were addressed as conditions on the preliminary plat approval and those conditions have been met. The subdivision plats meet Idaho code requirements for both the preliminary and the final plats with staff recommending approval of the preliminary and final plats. Commissioner White made a motion to close public testimony, Commissioner Dale seconded the motion with the Board voting unanimously to close public testimony. Commissioner Rule made a motion to authorize signature on both the preliminary plat and final plat for North Southwick Commercial Subdivision with an amendment to include signing the finding of facts, conclusions of law,

and order for Case no. PH2016-52, the motion was seconded by Commissioner White with the Board voting unanimously on the motions. The hearing concluded at 11:06 a.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING TO CONSIDER A REQUEST BY HORROCKS ENGINEERS ON BEHALF OF TMJF PROPERTIES FOR A PRELIMINARY PLAT, IRRIGATION PLAN, DRAINAGE AND GRADING PLANS FOR ALBION ACRES SUBDIVISION; CASE NO. SD PH2016-72

The Board met today at 1:31 p.m. for a public hearing to consider a request by Horrocks Engineers on behalf of TMJF Properties for a preliminary plat, irrigation plan, drainage and grading plans for Albion Acres Subdivision; Case No. SD PH2016-72. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Planner Debbie Root, Wendy Shrief with Horrocks Engineers for Albion Acres Subdivision, Troy Mortensen with Albion Acres Subdivision and Deputy Clerk Jenen Ross. Debbie Root gave the staff report stating the planning and zoning commission forwarded the case with the recommendation of approval on March 16, 2017. The subject property was rezoned to rural residential and they are now back with their development plans for an approximate 32 residential lot development on 74 acres. It is presented as a phasing plan but they've recently determined that they'll likely do the entire development at one time but it has been forwarded with the phasing plan in place. The lots meet the minimum 2 acre average lot size. The roads will be public and there will be individual septic and well. Noticing has been done in accordance with State statutes and zoning ordinance. There is greater than 15% slope area within this development but each lot will be conditioned to have a grading plan when development occurs for the residential structures. They have identified private walking paths to a pond/common area lot along the east boundary. Staff is recommending approval. Commissioner Rule asked about the comments by the Canyon Highway District in regards to the 30' right-of-way easement. Ms. Root said that initially they requested right-of-way dedication along what will be the extension of El Paso Rd. and the highway district commissioners then requested that there be a dedication of right-of-way along the section line on the north boundary of the property so the 30' have been dedicated for future road construction. Wendy Shrief with Horrocks Engineers spoke on behalf of Albion Acres Subdivision, she addressed Commissioner White's concerns about lots that have a greater than 15% slope, she said they will not be constructing homes in those slope areas and they will be submitting individual grading permits for each home. Commissioner Rule asked about the maintenance agreement for fire or weeds in regards to the common lot, Ms. Shrief said there won't be any structures built on the common lot and there will be frontage access from La Mancha Rd. One of the pathway connections will be constructed as an emergency access that will allow passage of an emergency vehicle if necessary. Ms. Root confirmed that the fire department has seen the plans but did not offer any comment and explained that at the point of residential permitting they'll have to meet the fire district's access and turnaround requirements depending on where the structure is located. Commissioner Dale asked if Ms. Root had some additional information about the irrigation, she said that currently the property is irrigated with pressurized irrigation and there is a pump and well for that purpose. Troy Mortenson addressed the questions

regarding the irrigation, their goal is to have pressurized irrigation to each lot so there will be a riser for each 2 acre parcel. They are in the process of engineering these plans but assured the Board that it will meet the requirements of Black Canyon Irrigation. Commissioner White made a motion to close public testimony with Commissioner Rule seconding the motion. The Board voted unanimously to close public testimony. Commissioner Rule thinks this is a good plan and a good use of the land, he is going to vote to approve the preliminary plat but feels the irrigation plan is incomplete and does not feel he can sign off on that portion; he would like to see them bring back a more complete irrigation plan. Ms. Root said the irrigation plan would need to be completed before the final plat can be signed off on. Commissioner Rule made a motion in the case of Albion Acres Subdivision, Case no. SD PH2016-72 to approve the preliminary plat with Commissioner White seconding the motion. A roll call vote was taken with the Board voting unanimously to sign the preliminary plat. The meeting concluded at 1:51 p.m. At 2:03 p.m. the Board went back on the record to schedule a time to sign the FCO's, the signing is scheduled for April 19, 2017 at 10:00 a.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING TO CONSIDER A REQUEST BY ALAN MILLS ON BEHALF OF APPLE PROPERTIES FOR A PRELIMINARY PLAT, IRRIGATION PLAN, AND DRAINAGE PLAN FOR KINDER PLATZ SUBDIVISION; CASE NO. SD PH2016-68

The Board met today at 1:51 p.m. for a public hearing to consider a request by Alan Mills on behalf of Apple Properties for a preliminary plat, irrigation plan, and drainage plan for Kinder Platz Subdivision; Case no. SD PH2016-68. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Planner Debbie Root, Alan Mills, Garren Apple and Deputy Clerk Jenen Ross. Debbie Root gave the staff report stating that this property is zoned rural residential and contains about 25.3 acres. The applicants are requesting to create 3 residential lots. The property is accessed by an easement across an adjacent parcel and the current property owner and the original property owner have secured the crossing agreements for Canyon Hill canal. The accesses have been installed and the road has been built. The property will be served by an individual well and septic and will have gravity irrigation supplied by Black Canyon Irrigation. The road construction required a development permit for the flood zone and the flood plain development administrator still needs to go out and measure just to clear the development permit as there may be some additional things the adjacent property owner will need to do in regards to the development permit. The fire district has approved the approach and crossing of the canals. Mr. Mills stated that this is a property Mr. Apple bought and intends to build on the largest lot, there was previously a home at that location so there is already existing septic, well and electric to the property. Commissioner Rule asked about lot no. 1 and the road access, Mr. Mills said that is in the subdivision ordinance as mandatory. Commissioner Dale asked if there will be access off of Greenwell Rd., Mr. Mills said access will be coming off of Willis. Commissioner White made motion to close public testimony with Commissioner Rule seconding the motion and the Board voting unanimously to close public testimony. Commissioner White made a motion to approve the preliminary plat, irrigation plan and drainage plan with an amendment to sign the findings of fact, conclusions of law,

conditions of approval and order for Kinder Platz Subdivision, Case No. SD PH2016-68, Commissioner Rule seconded the motion with the Board voting unanimously on the motion. The meeting on concluded at 2:01 p.m. An audio recording is on file in the Commissioners' Office.

FOURTH DAY OF THE APRIL TERM, A.D., 2017  
CALDWELL, IDAHO APRIL 13, 2017

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

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Right! Systems Inc. in the amount of \$12,944.70 for the Information Technology department
- AA Tronics in the amount of \$3241.08 for the Information Technology department

#### APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Nichole Schwend and Laura Barbour.

#### LEGAL STAFF UPDATE AND CONSIDER SIGNING SPRING 2017 CANYON COUNTY JAIL POD 5 RECREATION YARD ENCLOSURE PROJECT SOLICITATION OF BIDS

The Board met today at 9:03 a.m. for a legal staff update and to consider signing the Spring 2017 Canyon County Jail Pod 5 Recreation Yard Enclosure project solicitation of bids. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy P.A. Sam Laugheed, Facilities Director Paul Navarro, Chief Deputy Sheriff Marv Dashiell, Jail Captain Daren Ward, Torrie Cope from the Idaho Press-Tribune and Deputy Clerk Jenen Ross. Mr. Laugheed said this is the procurement process to put the lid over the rec yard. Director Navarro has worked with Houston-Bugatsch to obtain the detailed blueprints and specifications for this work. This is the process by which the county identifies at least 3 different public works contractors who are qualified to do this kind of work and provides them with the detailed specs and they provide a bid; the lowest bid will be the one awarded the contract. There will be a project walk-thru and schematic review next week and bids will be due on April 26, 2017. Captain Ward said the amount of time the rec yard is down for construction will need to be addressed with the contractor; Director Navarro said they



will invite Captain Ward to the walk-thru so his concern can be addressed at that time. Mr. Navarro also said that the staging area, vehicle parking, cutting and fabricating will all need to be addressed as there are potential weapons in all of these things. Mr. Laugheed said that during the walk-thru, timeframes could be addressed and if it doesn't meet our requirements the county could do an addendum to establish a timeframe and will only accept bids from contractors that can meet that timeframe. Commissioner White made a motion to sign the Spring 2017 Canyon County Jail Pod 5 Recreation Yard Enclosure project solicitation of bids, the motion was seconded by Commissioner Dale. A roll call vote was taken with Commissioners White and Dale voting in favor of signing the solicitation of bids for the Pod 5 Recreation Yard Enclosure project and Commissioner Rule voting against. The motion carried with a 2-to-1 split vote. There were no items for discussion in legal staff. The meeting concluded at 9:06 a.m. An audio recording is on file in the Commissioners' Office.

FAIR BOARD CANDIDATE INTERVIEWS; EXECUTIVE SESSION TO CONSIDER A PERSONNEL MATTER PURSUANT TO IDAHO CODE, SECTION 74-206(1)(A), (B) AND (D): INTERVIEW AND CANDIDATE EVALUATIONS FOR FAIR BOARD MEMBERS

The Board met today at 9:48 a.m. to conduct fair board candidate interviews; executive session to consider a personnel matter pursuant to Idaho code, section 74-206(1)(a), (b) and (d): interview and candidate evaluations for fair board members. Commissioner Rule made motion to enter into executive session pursuant to Idaho Code 74-206 (1)(a), (b) and (d), the motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Fair Director Diana Sinner, Event Coordinator Ellen Tingstrom, Fair Board applicants and Deputy Clerk Jenen Ross. Bruce Ankeny arrived at 9:45 a.m. and left at 10:15 a.m. Karen Alldredge arrived at 10:30 a.m. and left at 11:00 a.m. Rebecca Coulter arrived at 11:00 a.m. and left at 11:30 a.m. Kim Hasenoehrl arrived at 1:30 p.m. and left at 2:00 p.m. Josh Sanders arrived at 2:15 p.m. and left at 2:45 p.m. Allan Laird arrived at 2:45 p.m. and left at 3:15 a.m. Kim Harvey arrived at 3:30 p.m. and left at 4:00 p.m. The Board recessed at 4:00 p.m. and will continue the executive session at 10:30 a.m. tomorrow, April 14, 2017.

FIFTH DAY OF THE APRIL TERM, A.D., 2017  
CALDWELL, IDAHO APRIL 14, 2017

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

#### APPROVED CLAIMS ORDER NO. 4-14-17

The Board of Commissioners approved payment of County claims in the amount of \$45,946.00 for accounts payable.

#### APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Abigail Nickel, Jerry Crawford, Jared Jensen, Robert Martinez, Thomas Moore, Roxana Page, Sheila Warner, Audrey McKay, Steven Philpott, Paige Gabiola-Reedy and Anthony Bernstein.

#### CONSIDER SIGNING RESOLUTION OF THE CANYON COUNTY BOCC DESIGNATING SURPLUS PERSONAL PROPERTY WITH NOMINAL VALUE REGARDING OUTGOING PARKS DIRECTOR COMPUTER

The Board met today at 10:05 a.m. to consider signing a resolution of the Canyon County BOCC designating surplus personal property with nominal value regarding the outgoing Parks Director computer. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy P.A. Sam Laugheed, Parks Director Tom Bicak, Deputy Clerk Jenen Ross. Mr. Laugheed explained that this is a process the county follows on occasion with outgoing department administrators and elected officials when they have certain technology that they use during their tenure with the county that no longer has value on a resale market or to the county. In this case, Director Bicak has an HP Pavilion DM4 laptop that is from approximately 2005; Mr. Laugheed has spoken with IT Director Rast about this item and the retail value is less than \$175. The statute 31-808 allows the county to dispose of this type of surplus property with nominal value if it is less than \$250. This resolution will allow Director Bicak to take this antiquated computer with him which contains information that will be useful to him in a personal capacity. Mr. Laugheed stated that there is no legal reason not to move forward with signing the resolution, all subscriptions and password accesses will be removed. Commissioner White made a motion to sign the resolution designating surplus property with nominal value, Commissioner Rule seconded the motion with the Board voting unanimously to sign the resolution (see resolution no. 17-051). The meeting concluded at 10:09 a.m. An audio recording is on file in the Commissioners' Office.

#### FAIR BOARD CANDIDATE INTERVIEWS; EXECUTIVE SESSION TO CONSIDER A PERSONNEL MATTER PURSUANT TO IDAHO CODE, SECTION 74-206(1)(A), (B) AND (D): INTERVIEW AND CANDIDATE EVALUATIONS FOR FAIR BOARD MEMBERS – CONTINUED FROM APRIL 13, 2017

The Board met today at 10:30 a.m. to conduct fair board candidate interviews; executive session to consider a personnel matter pursuant to Idaho code, section 74-206(1)(a), (b) and (d): interview and candidate evaluations for fair board members. The executive session

was continued from April 13, 2017. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Fair Director Diana Sinner, Event Coordinator Ellen Tingstrom, Fair Board applicant and Deputy Clerk Jenen Ross. Dawn Shahan arrived at 10:30 a.m. and left at 11:00 a.m. The executive session concluded at 11:13 a.m. with no decisions being called for in open session.

CONSIDER SIGNING A RESOLUTION ON THE COMPREHENSIVE MAP AMENDMENT AND REZONE APPLICATION FEE WAIVER APPLICATION FOR THE BLUE BARN PRODUCE AND MORE LLC AND CONSIDER SIGNING LOWER BOISE FEMA FLOOD STUDY SECLUSION AREAS

The Board met today at 11:15 a.m. to consider signing a resolution on the comprehensive map amendment and rezone application fee waiver application for the Blue Barn Produce and more LLC and consider signing Lower Boise FEMA flood study seclusion areas. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, Deputy P.A. Zach Wesley left at 11:21 a.m. and Deputy Clerk Jenen Ross. Ms. Nilsson explained that this pertains to an open code enforcement case they've had for several years. She's been working with the property owner and in terms of land use operations this is retail/sales in an ag zone. The property is located on Hwy 20-26 and was brought into Caldwell's impact area last year. One of the options for compliance from the land use side is to zone it C-1; Ms. Nilsson has spoken with the City of Caldwell and they have no concerns with the C-1 zone at that location. It will require a comprehensive plan amendment and a rezone; the owner is willing to pay for the rezone but the \$2500 fee for the comprehensive plan amendment is out of her budget. The work done in processing those applications isn't a lot of extra work for a comp plan change when it goes thru with a rezone, it is just one staff report and one legal notice and they are heard concurrently at both P&Z and the Board. Director Nilsson is requesting that the comp plan fee be waived knowing that the owner will pay the \$850 rezone fee. Commissioner Rule had concerns in regards to the time and energy that has been spent by the county to get this property in compliance. Ms. Nilsson said that in the past the owner has gotten mixed messages from staff within her department and this is an issue that should have been dealt with 6 years ago. Commissioner Rule made a motion to sign the resolution waiving the land use application fee for MS & MB Farms LLC and Blue Barn Produce & More, LLC, the motion was seconded by Commissioner White. A roll call vote was taken on the motion with the Board voting unanimously to sign the resolution (see resolution no. 17-054).

Director Nilsson presented to the Board a letter that she's drafted to FEMA in regards to the FEMA Flood Study Seclusion areas. There were two levies within the county identified by FEMA where there was no documentation of ownership or maintenance but in the process of updating the new model they asked the county if they wanted these particular areas to be secluded. The seclusion would mean that the areas marked would continue under the currently adopted flood maps to be studied later. She feels that one reason they maybe shouldn't be secluded is that it may give people a false sense of security that they're providing flood control. Canyon County is dealing mostly with agricultural areas including

pastures, some farm dwellings but very few residences. A large portion the base flood elevations in the new model are actually lower causing a lot of relief for the property owners not having to elevate their structures as high. Due to the fact there hasn't been any acknowledgement of ownership the flood control district and the City of Parma would like certain areas not to be secluded, they want these areas under the new mapping vs. the old mapping. It is the county's responsibility to make the request of FEMA as to whether or not the county wants those areas on the maps or not. It is not for all levies, just two specific levies. Commissioner Rule asked if it would be appropriate to have a public hearing on the matter, Ms. Nilsson let him know that public meetings were held in January and no one commented. They also notified individual property owners who may be affected by the new mapping that there will be a change to their property; there were approximately 300-400 letters mailed. FEMA contracted with Steve Sweet with Flood Control District 10, he did some research and he hasn't been able to determine who built the levies or any construction documentation. Once FEMA puts out final maps for public review and formal adoption there is still a challenge of the technical methodology by Boise city. There are still several months of review and public hearings on the new set of maps. Director Nilsson would like to send a letter to FEMA asking them not to seclude two certain areas as the county would like the opportunity to evaluate them. Once the Board has an opportunity to review the letter they will let her know. The meeting concluded at 11:30 a.m. An audio recording is on file in the Commissioners' Office.

SIXTH DAY OF THE APRIL TERM, A.D., 2017  
CALDWELL, IDAHO APRIL 17, 2017

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

No meetings were held this day.

SEVENTH DAY OF THE APRIL TERM, A.D., 2017  
CALDWELL, IDAHO APRIL 18, 2017

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

No meetings were held this day.

EIGHTH DAY OF THE APRIL TERM, A.D., 2017  
CALDWELL, IDAHO APRIL 19, 2017

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

APPROVED CLAIMS ORDER NO. 4-25-17

The Board of Commissioners approved payment of County claims in the amount of \$6810.92, \$63,167.53 and \$195,020.45 for accounts payable.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Mikel Hautzinger.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Hess Construction in the amount of \$5200.00 for the Facilities department
- The Blind Gallery in the amount of \$1477.00 for the Facilities department
- Coverdale Nursery in the amount of \$3710.00 for the Facilities department
- Dell USA in the amount of \$2789.27 for the Information Technology department
- National Business Furniture in the amount of \$1119.60 for the Misdemeanor Probation department
- Western States Solutions in the amount of \$4920.00 for the Sheriff's Office.

CONSIDER INDIGENT DECISIONS

The Board met today at 8:49 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Sr. Customer Service Specialist Terry Salisbury and Deputy Clerk Jenen Ross.

Ms. Salisbury said the following cases do not meet criteria for assistance and initial denials will be issued: 2017-616, 2017-748, 2017-911, 2017-750, 2017-745, 2017-752, 2017-743, 2017-860, 2017-620, 2017-755, 2017-751, 2017-612, 2017-756, 2017-767 and 2017-749. The following case does meet the criteria for assistance and an order of approval will be issued: 2017-854.

Case no. 2017-6761 will be placed in suspension with a written decision to be issued within 30 days.

Commissioner White made a motion to issue the decisions as read into the record, Commissioner Rule seconded the motion with the Board voting unanimously on the motion. The meeting concluded at 8:53 a.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE

The Board met today at 9:06 a.m. for a legal staff update. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley and Deputy Clerk Jenen Ross. Commissioner Dale said the irrigation canal at Howe Rd. has failed and washed out the road. Golden Gate Highway District has asked for help in repairing canals but all canals are actually owned by private canal companies. Commissioner Rule believes that the canal companies can request reimbursement once repairs are complete since the County has declared a state of emergency. He also suggested having Lt. Schorzman or Chairman Dale get in contact with the ditch company to let them know what their options are for reimbursement as they may not be aware. Zach Wesley explained that the county doesn't have any financial obligation unless the agency has exhausted their own resources. The meeting concluded at 9:11 a.m. An audio recording is on file in the Commissioners' Office.

#### CONSIDER SIGNING AMENDMENT NO. 1 TO CANYON COUNTY HISTORIC PRESERVATION SUPPORT AWARD AGREEMENT NO. 16-251

The Board met today at 9:33 a.m. to consider signing amendment no. 1 to Canyon County Historic Preservation support award agreement no. 16-251. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Brian Billingsley from the City of Caldwell, Susan Miller from the City of Caldwell, Deputy P.A. Zach Wesley and Deputy Clerk Jenen Ross. Mr. Billingsley explained that over the winter with the heavy snowfall one of the canopies covering several items at the museum failed at both ends where the roofing collapsed. It's been suggested that since it's a pretty old canopy it just be taken down and build something new; another issue with the canopy is that it's very close to a 100 year-old boxcar and now rain water that comes off the canopy is hitting the boxcar and rotting out the door. The majority of the costs will be covered by the city's insurance but they'd like to use some of the monies from the Historic Preservation Grant for the deductible. The original plans for this year were to build a pathway around the museum and add some bleacher seating, however, the bleacher seating is supposed to be under the canopy so that wouldn't be able to be done anyway until the canopy is repaired. They are requesting to amend the agreement already in place and hold off on acquiring the bleacher seating and instead using those funds to repair the canopy. Mr. Wesley said the Historic Preservation Commission suggested making this amendment to the support award agreement, he has reviewed the request and presented to the Board an amendment that would add the replacement of the canopy and outdoor museum artifacts and then, as an alternative, and/or construction of a sidewalk and bleacher seating in the outdoor museum, this way the Caldwell Historical

society could determine of those 3 projects which would be the best way to spend the funds. Commissioner Rule made a motion to approve amendment no. 1 to the Canyon County Historic Preservation Support Award agreement no. 16-251, the motion was seconded by Commissioner White with the Board voting unanimously to sign the agreement. The meeting concluded at 9:37 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING THE FINDINGS OF FACT, CONCLUSIONS OF LAW AND ORDER FOR ALBION ACRES SUBDIVISION, CASE NO. SD-PH2016-72

The Board met today at 10:02 a.m. to consider signing the Findings of Fact, Conclusions of Law and Order for Albion Acres Subdivision, Case No. SD-PH2016-72. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, DSD Planner Deb Root, and Deputy Clerk Monica Reeves. Ms. Root said at the April 12, 2017 meeting for Albion Acres it was noted that the irrigation plan was not complete enough to approve at that time. Staff has included a condition that states the developer shall provide a detailed irrigation plan showing methods of delivery, locations of all irrigation structures, including pumps, ponds, weirs, etc., to be utilized for delivery to the proposed pressurized irrigation system for the development. Easements for the irrigation structures and delivery system must be included on the preliminary plat. The engineer sent an irrigation plan this morning but it's not detailed enough to understand how or where they will pressurize the system. The condition will stand and it will have to be completed before the final plat is presented to the Board. Upon the motion of Commissioner Rule and the second by Commissioner White the Board voted unanimously to sign the Findings of Fact, Conclusions of Law and Order for Albion Acres Subdivision, Case No. SD-PH2016-72. The meeting concluded at 10:04 a.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING – REQUEST BY DODD INVESTMENTS, LLC FOR APPROVAL OF A MODIFICATION OF THE PRELIMINARY PLAT SHOWING A PHASING PLAN FOR TABLE MEADOWS SUBDIVISION PHASE II

The Board met today at 10:04 a.m. to conduct a public hearing in the matter of a request by Dodd Investments, LLC, Case No. SD-PH2016-32, for approval of a modification of the preliminary plat showing a phasing plan for Table Meadows Subdivision Phase II. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, DSD Planner Deb Root, John Carpenter, and Deputy Clerk Monica Reeves. Deb Root gave the oral staff report. The proposed Phase II development is for 45 residential lots, six common lots, public roads, city water and sewer amenities, on approximately 28.47 acres located in an "R1" (Single Family Residential) zone. Phase III is an undeveloped 5.43 acre parcel currently in agricultural pasture. The subject property is located at the southwest corner of the intersection of Lewis Lane and South Powerline Road in Nampa. The P&Z Commission forwarded the case with a recommendation of approval for the phasing plan. The proposed development without the phasing plan was formerly approved by the Board on August 9,

2016. Deb Root gave the oral staff report. The Board has previously approved this development for Table Meadows Subdivision but the developer decided to create an additional phase and not plat the 5.43 acre parcel in the northeast corner of the property so we're here today to consider a phasing plan so they can present the final plat with that lot not included. Staff recommends approval of the modification. John Carpenter said their only request is to remove the one lot. Construction is almost done; curb and gutter is down, and sewer and water are in, and pressurized irrigation is nearly complete. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to close public testimony. Commissioner White made a motion to approve the modification of the preliminary plat showing a phasing plan for Table Meadows Subdivision Phase 2, SD-PH2016-32. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion which carried unanimously. The hearing concluded at 10:06 a.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING – REQUEST BY TONY ELORDI FOR APPROVAL OF A PRELIMINARY PLAT, DRAINAGE PLAN, AND PRELIMINARY IRRIGATION PLAN FOR ANDORRA ESTATES SUBDIVISION, CASE NO. SD-PH2016-63

The Board met today at 10:17 a.m. to conduct a public hearing in the matter of a request by Tony Elordi for approval of a preliminary plat, drainage plan, and irrigation plan for Andorra Estates Subdivision, Case No. SD-PH2016-63. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, DSD Planner Deb Root, Tony Elordi, and Deputy Clerk Monica Reeves. Deb Root gave the oral staff report. The proposed preliminary plat is in accordance with the conditions of the development agreement. There are hillside development areas; there will be grading and drainage plans for all residential structures that are added to the property to ensure the hillside development and slope issues are dealt with. There will be private roads; irrigation is in question although it has been conditioned so that Mr. Elordi will provide a very specific plan for how and when each lot will receive water. He is proposing to use the installed irrigation system which is not what they assumed with a pressurized irrigation system so they need to clarify that but it has been conditioned for a water users maintenance agreement that will flush out those details as far as how the lots received water from the pressurized irrigation system that also services the pivot irrigation system on the agricultural lot. The preliminary plat is in accordance with the zoning ordinance and the statutes and staff is recommending approval. The proposed development is subject to a development agreement with Canyon County (No. 16-226 and recorded as Instrument No. 2016-040997.) The development contains six (6) residential lots, two (2) restricted agricultural lots, and two (2) road lots on approximately 68.48 acres of "CR-RR" (CR-Rural Residential) property. The P&Z Commission forwarded the case with a recommendation of approval on March 16, 2017. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to close the public hearing. Commissioner Rule made a motion to approve Andorra Estates Subdivision, Case No. SD-PH2016-63, and to approve the Findings of Fact, Conclusions of Law and Order. The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White, and Dale voting



in favor. The motion carried unanimously. The hearing concluded at 10:22 a.m. An audio recording is on file in the Commissioners' Office.

MONTHLY MEETING WITH SOLID WASTE DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION, AND TO CONSIDER A NOTICE OF SOLE SOURCE PROCUREMENT FOR SERVICES FROM STERICYCLE, INC.

The Board met today at 11:00 a.m. for a monthly meeting with the Solid Waste Director to discuss general issues, set policy and give direction, and to consider signing a notice of sole source procurement for services from Stericycle, Inc. Present were: Commissioners Pam White and Steve Rule, Deputy P.A. Brad Goodsell, Solid Waste Director David Loper, and Deputy Clerk Monica Reeves. Mr. Goodsell said Mr. Loper asked him to attend the meeting because there's one matter that involves risk management that would be appropriate for Executive Session.

EXECUTIVE SESSION – COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

Commissioner Rule made a motion to go into Executive Session at 11:01 a.m. pursuant to Idaho Code, Section 74-206(1) (i) to communicate with the County's risk manager regarding pending/imminently likely claims. The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule and White voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Pam White and Steve Rule, Deputy P.A. Brad Goodsell, Solid Waste Director David Loper and Deputy Clerk Monica Reeves. The Executive Session concluded at 11:19 a.m. with no decision being called for in open session. (Mr. Goodsell left at 11:19 a.m. and returned at 11:29 a.m.) PIO Joe Decker arrived at 11:20 a.m.

Mr. Loper reported on the following topics:

- Waste amounts were up 13.5% for March – this past month was their biggest month
- Top Con Rover; the Board recently signed a purchase order for the new GPS equipment (a rover and a base) but it broke so he will submit a purchase order for another one
- Well Abandonment PB-3 –the cost is less than \$10,000, a purchase order will be submitted
- Landfill gas pipe
- He attended the SWANA conference last month
- Household Hazardous Waste Event on June 10, 2017
- Free Day at the landfill is April 22, 2017
- Surface Emissions Monitoring

Mr. Goodsell said the notice of sole source procurement gives public notice that the County intends to contract with Stericycle to run the countywide hazardous waste disposal day. We did this same thing last year and there were no objections. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the notice of sole source procurement which will publish in the Idaho Press-Tribune on April 25, 2017. The meeting concluded at 11:32 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 2:33 p.m. for a monthly meeting with the Public Defender to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule (left at 3:09 p.m.), Public Defender Tera Harden, Chief Deputy Public Defender Krista Howard, Deputy Public Defender Ryan Dowell and Deputy Clerk Jenen Ross. Ms. Harden gave a review and breakdown of her financials; they are right on track with the 'A' budget and look to be right on track with the 'B' budget, although she does have concerns with the conflict counsel budget. She gave a breakdown of time spent on cases and caseloads. Starting Monday they will start the workload study that will be sent to the Public Defense Commission, the information that is collected will be used to determine caseload requirements and/or determine what the caseload limits will be. She gave a review and breakdown of cases that have been conflicted out and the total number of cases in specialty court. Commissioner Dale asked about the matter of succession planning; Ms. Harden said she did not receive the email Commissioner Dale forwarded to her last week regarding the analysis by Chief Deputy P.A. Sam Laugheed. Commissioner Dale stated that there is a procedure that needs to be followed in order to appoint a Public Defender. He understands Ms. Harden's recommendation for the position is Krista Howard and the Board appreciates and values that recommendation. The intention would be to move towards an interim Public Defender as they go thru the process but intend to follow her recommendation and encourage the interim person to apply for the position.

#### EXECUTIVE SESSION – PERSONNEL MATTER

A request was made to go into Executive Session to discuss a personnel matter. The Executive Session was held as follows: Commissioner Rule made a motion to go into Executive Session at 3:00 p.m. pursuant to Idaho Code, Section 74-206(1) (b). The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Public Defender Tera Harden and Deputy Clerk Jenen Ross. The Executive Session concluded at 3:27 p.m. with no decision being called for in open session.

The meeting concluded at 3:27 p.m. An audio recording of the open portion of this meeting is on file in the Commissioners' Office.

NINTH DAY OF THE APRIL TERM, A.D., 2017  
CALDWELL, IDAHO APRIL 20, 2017

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

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Northwest Pump & Equipment Co. in the amount of \$3669.55 for the Fleet department
- Adamson Pump & Drilling, Inc. in the amount of \$5655.00 for the Solid Waste department

#### LEGAL STAFF UPDATE AND CONSIDER SIGNING A RESOLUTION GRANTING MOTHER EARTH BREW CO, LLC A PROPERTY TAX EXEMPTION PURSUANT TO IDAHO CODE § 63-602NN

The Board met today at 9:04 a.m. for a legal staff update and to consider signing a resolution granting Mother Earth Brew Co., LLC a property tax exemption pursuant to Idaho Code § 63-602NN. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell (left at 9:07 a.m.), P.A. Bryan Taylor, Chief Deputy Sheriff Marv Dashiell, Controller Zach Wagoner, Chief Deputy Assessor Joe Cox, Assessor Brian Stender and Deputy Clerk Jenen Ross. Brad Goodsell has prepared a resolution for the Board to consider granting a property tax exemption to Mother Earth Brew Co. for a 5 year period, 75% for a five year period not to exceed \$2,419,875 in property value. He gave the Board a letter from Mother Earth Brew Co. signed by the managing member and the President/CEO indicating that they agree to the terms and conditions. Commissioner Rule made a motion to sign the resolution granting the Mother Earth Brew Co. a property tax exemption pursuant to Idaho code 63-602NN, the motion was seconded by Commissioner White. A roll call vote was taken with the Board voting unanimously to sign the resolution (see resolution no. 17-056).

*Note for the record: As properly noticed the Board met today at 9:04 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a records that are exempt from public disclosure. The Executive Session was held as follows:*

## EXECUTIVE SESSION – RECORDS THAT ARE EXEMPT FROM PUBLIC DISCLOSURE

*A request was made to go into Executive Session to discuss records that are exempt from public disclosure. The Executive Session was held as follows:*

Commissioner White made a motion to go into Executive Session at 9:08 a.m. pursuant to Idaho Code, Section 74-206(1) (d). The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy P.A. Sam Laugheed, P.A. Bryan Taylor, Chief Deputy Sheriff Marv Dashiell and Controller Zach Wagoner. The Executive Session concluded at 9:34 a.m. with no decision being called for in open session.

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

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

The Board met today at 10:02 a.m. for a biweekly meeting with Fleet Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Fleet Director Mark Tolman and Deputy Clerk Jenen Ross. Director Tolman updated the Board on the following items:

- All of the surplus vehicles have been sold thru the auction website.
- There are a few programs that need to be updated to accommodate Windows 10, including their Phoenix fuel system; he will be submitting a PO now for that update to be ready when IT does the Windows 10 upgrade.
- He recently sent out condition surveys to other Directors to see where they're at with their vehicles and needs so he can plan his budget accordingly. Ideally he likes to shuffle vehicles around depending on each departments use and need, thus minimizing some of the cost or the need to purchase additional vehicles.
- He has had a lot of requests to use the drone to get a view of the river and flooding but he's had to say no. The purpose of the drone is designed for a small area, search and rescue or an active shooter situation.
- Picture review of the up fitting they do the Sheriff vehicles.
- They are working on repairing vehicle damage that occurred over the winter. A lot of the repairs are under the deductible so the insurance line will be used to help get the repairs completed.

The meeting concluded at 10:19 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 10:23 a.m. for a weekly meeting with the Directors of Facilities and IT to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Pam White, IT Director Greg Rast, IT Business Analyst Don Brown and Deputy Clerk Jenen Ross. Director Rast gave updates on the following items:

- Budget: Director Rast has reached out to other department administrators and EO's to help establish their needs for the FY2018 budgets.
- **Courtroom audio:** the three courtrooms on the first floor and the three new ones on the Magistrate side are now done. They are being tested right now and the sign-off paperwork should be completed the first week in May. So far they've had really good reports including the audio zoning to make sure it's equal across the entire courtroom. The phone system has been integrated into the system so now phone will come over the audio and can be recorded. The next phase will be the older courtrooms on the second floor and the third floor courtrooms. They are working with the Supreme Court to pay for the upgrades in those courtrooms as they've done with the six already completed.
- **Vacant positions:** The admin support position has been filled by Abbie Nickel from the Clerk's Office who will start on May 1<sup>st</sup>. There are two remaining positions to be filled. Commissioner Dale asked if there is any kind of plan to move the print shop, Director Rast said due to the addition of staff and equipment they are running short on space. He has spoken with Director Navarro about other options. Additionally, if the print shop does move to an offsite location he'll need to work with the fleet department about getting an additional vehicle.
- **BOCC recording:** On May 5<sup>th</sup> the same red 'recording' lights will be added to the Public Meeting room. There are a few issues with the faceplate that will be addressed before budget time. There is also a video output issues thru the controls that will be fixed. He has approached AA Tronics about a small service level agreement that they take ownership of the BOCC and Public meeting room audio systems.
- **Boise Office Equipment:** An RFP was signed in August 2015 for the Multi-Function Printer contract, Boise Office Equipment (BOE) was selected as the vendor but the process was never completed and no contract was ever signed between Canyon County and BOE. Director Rast has spoken with legal and they will get a contract in place ASAP to complete the RFP.
- **Secure The Human training:** He will be speaking with the EO's to determine which trainings would be most beneficial for each of their employees. There are 14 core modules that cover basic online security that he feels every employee should complete.
- **Microsoft:** This is a "triangle agreement" that is negotiated every 3 years. There has been some clean-up to do as there have been some licenses dropped and/or not renewed and accounts not kept updated. The contract is approximately \$150-160K each year. The software is a lease program which mean you have the rights to

upgrade whenever you want. He has asked them come up with 3 different licensing modules based on what is needed and then he will start negotiating.

- **Project awareness:** There are currently 13 active projects with 6 being closed in the next 30 days. There are 32 projects in the queue that they are doing investigation through the PMO.
- **Project close-out review:** The Sheriff's Office was using an old application that was not able to run on the new operating system so it was converted into just reports.

The meeting concluded at 10:53 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 11:01 a.m. for a biweekly meeting with the Director of Juvenile Detention to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Pam White, Juvenile Detention Director Steve Jett, Juvenile Detention Deputy Administrator Sean Brown, Karen Skow with the Department of Juvenile Corrections, Chelsea Newton with the Department of Juvenile Corrections, Seth Scott, Director of the Pocatello Juvenile Detention Center, Joe Langan, District III liaison and Deputy Clerk Jenen Ross. Director Jett reported on the following items: They are having the state inspection for compliance monitoring today. During the inspection they check the compliance with standards, conduct interviews with kids and staff, look at logs and check files to make sure everything is in line. As of today, they have 29 juveniles in custody with numbers holding steady. Sean Brown and Director Jett have been working with HR Director Baumgart and Controller Zach Wagoner regarding the new compensation plan; for his department it took away a range for the assistant supervisors so they are now in with line staff, field officers and assistants. He is having some compensation issues which is discouraging people to apply for the supervisory positions. Commissioner Dale suggested coming to the Board with a solution and they'll take it under advisement. They will be conducting interviews tomorrow for the open positions in the department. The meeting concluded at 11:10 a.m. An audio recording is on file in the Commissioners' Office.

#### BIWEEKLY MEETING WITH DIRECTORS OF JUVENILE PROBATION AND MISDEMEANOR PROBATION TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION

The Board met today at 11:17 a.m. for a biweekly meeting with the Directors of Juvenile Probation and Misdemeanor Probation to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Pam White, Chief Juvenile Probation Officer Elda Catalano, Deputy Director of Misdemeanor Probation Lisa Sheehan and Deputy Clerk Jenen Ross.

*Ms. Catalano updated the Board on the following items:* provided an update on the SUDS funding (Substance Use Disorder Services) that passes thru to the county from the state; this is funding that can only be used for juveniles. The state allocates a certain amount of money to the county to address substance abuse issues in the communities. It was decided many years ago as a district that the issue would be addressed as a district instead of by each individual county and with that they created a "SUDS committee" where all the chief probation officers meet once a month to review all the cases that have come in for substance abuse or any other issues and then they decide how to allocate that money. One person has been hired to manage that fund and that person is paid by this funding. As of today, 50% of the funding has been spend but they are at 65% of the timeframe, so they are underspending; the new fiscal year will start on July 1. There are currently 64 kids in treatment. The state designated a total of \$472,857 for the district. As of right now her department has 287 kids on probation and 32 placed at the Idaho Department of Juvenile Corrections. Ms. Catalano provided a brief overview of how they prioritize making visits to the juveniles on probation and how to provide them with the resources they need to resolve their issues within the community. They are doing a review of their probation work and how they accomplish that work based on their mission. There is room for improvement in their practices so she has brought together a team of employees to evaluate some of the practices in meeting their mission.

*Deputy Director Lisa Sheehan reported on the following items:*

Odyssey is coming online for the courts and they will be adopting that as their primary database; the community service fee issue has been worked out with the Supreme Court. Ms. Sheehan was invited by the Family Justice Center to do a lunch and learn, along with felony probation, to explain what probation does and the difference between misdemeanor and felony, what the supervision goals are and what they can and can't do. The meeting went really well and they were able to get a lot of information out to the community. The meeting concluded at 11:30 a.m. An audio recording is on file in the Commissioners' Office.

#### MEETING TO DISCUSS LEGISLATIVE CHANGES TO THE PROPERTY TAX EXEMPTION LAW

The Board met today at 1:31 p.m. for a meeting to discuss legislative changes to the property tax exemption law. Present were: Commissioners Tom Dale and Pam White, Tina Wilson from Western Alliance for Economic Development, Beth Ineck from the City of Nampa, Steve Fultz from the City of Caldwell, Chief Deputy Assessor Joe Cox, Assessor Brian Stender, Deputy P.A. Brad Goodsell, Torrie Cope with the Idaho Press-Tribune, Sam Laugheed arrived at 2:16 p.m. and Deputy Clerk Jenen Ross. Ms. Ineck stated that the Governor has signed house bill 235 which creates changes to the property tax exemption for 63-602NN which is the most common one that Canyon County uses to provide property tax exemptions for manufacturing companies that are expanding or coming into the county. The new bill provides the opportunity to either make some changes or more formalize what is currently being done.

There are about 4 primary changes:

- Specifies improvements owned or leased by the taxpayer

- The Commissioners, by ordinance, can establish an investment amount not less than \$500,000 – changing the threshold from \$3 million to \$500,000
- Facilities for non-retail purposes that are either commercial or industrial are eligible – previously it was just manufacturing so now an office project would be eligible along with general commercial but retail is specifically disallowed
- Commission must adopt an ordinance outlining exactly how the exemption will be handled. The bill requires that there are 5 days written notice to all of the affected taxing districts of the application and the Department of Commerce explaining what the application for exemption is for and allowing them to participate in the public meeting

Ms. Ineck asked if the Board plans to move forward with maintaining a \$3 million dollar exemption level. With the way that the legislation is written and the requirement of an ordinance determining the threshold there is an opportunity to create different thresholds based on job creation, economic impact and location of the project. Commissioner Dale would like to see the pros and cons of reducing the threshold and assumes the county would stick to the practice of no more than a 75% exemption for 5 years. Commissioner White asked if applications could be taken on a case-by-case basis. Mr. Goodsell stated that the statute is pretty clear that there needs to be one set threshold for all applications and Ms. Ineck added that the ordinance has to be fair to all taxpayers. 90% of the business investments in Canyon County will be at the \$500,000 threshold which would require each application to be vetted by the Assessor's Office and Mr. Goodsell so there would be a fair amount of manpower involved with a potentially greater number of applications coming in. One of the other requirements is that the business must provide significant economic benefits. Commissioner Dale questioned how significant economic benefit is determined as it could mean different things to different communities. Mr. Goodsell explained that it was intentionally left for the Board to determine how broad or narrow they view that and that there are 6 or 7 different requirements a company must meet before an exemption will be considered. Mr. Cox said when he presents an exemption proposal to the Board he views the number of people that will be employed, people that are transferred out of state, the type of wages being paid, whether medical benefits are included and the synergy the business could create within the community as part of significant economic benefits. Another question to ask when considering a lower threshold is: are we rewarding companies for doing what they were going to do anyway? The idea behind the exemption is to incentivize businesses to relocate to Canyon County or for an existing company to expand. Commissioner Dale suggested that maybe a matrix could be created outlining the requirements for an exemption, which would remove all subjectivity when considering significant economic benefit. It will also allow Ms. Ineck, Mr. Fultz and Ms. Wilson a clear outline when speaking with companies thinking of moving to Canyon County as to what exactly they can expect and what Canyon County can offer. Ms. Wilson stated she is working with a small company that could really benefit from a lower threshold. Commissioner Dale said he is in favor of a lower threshold but there needs to be a matrix in place. Commissioner White is worried about changing a program that is already working so well. Ms. Ineck suggested that this may be an opportunity to look at the application process and ask potential new companies to provide additional information as to the positions they intend to create and the investment vs. the population of the area they're considering



locating to or even having the company sign an affidavit stating that if not for this incentive they would not be investing in Idaho for this project. Commissioner Dale doesn't feel by lowering the threshold it diminishes the effectiveness of this tool in any way and allows the Board the discretion to consider some significant economic development in smaller areas of the county. Mr. Fultz explained that the state tax reimbursement incentive (TRI) does include an urban and rural differential and that it is clearly lined out; possibly the exemption could follow the same lines and be consistent with what the state is doing. One concern is being able to keep the guidelines consistent from Board to Board as members change. Commissioner Dale said that could be resolved by having policy with the ordinance in place. The Board requested that Ms. Ineck, Ms. Wilson and Mr. Fultz develop an outline of the matrix that would reflect each of their positions and then bring it back to the Board for review and consideration. The meeting concluded at 2:30 p.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION – PERSONNEL MATTER, RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

*Note for the record: As properly noticed the Board met today at 1:31 p.m. for a meeting to discuss legislative changes to the property tax exemption law. A request was made to go into Executive Session to discuss a personnel matter, records exempt from public disclosure and attorney-client communication, and to communicate with the County's risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:*

Commissioner White made a motion to go into Executive Session at 2:33 p.m. pursuant to Idaho Code, Section 74-206(1) (b), (d) and (i). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale and Pam White, Chief Deputy P.A. Sam Laugheed, HR Director Sue Baumgart and Deputy Clerk Jenen Ross. The Executive Session concluded at 3:03 p.m. with no decision being called for in open session.

TENTH DAY OF THE APRIL TERM, A.D., 2017  
CALDWELL, IDAHO APRIL 21, 2017

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

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Richard Friddle and Carl Dille.

### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- HP Direct in the amount of \$3294.00 for the Information Technology department

### APPROVED CLAIMS ORDER NO. 4-25-17

The Board of Commissioners approved payment of County claims in the amount of \$35,924.93, \$12,305.09, \$39,493.23, \$65,167.22, \$52,784.41, \$112,812.83 for accounts payable.

### CONSIDER INDIGENT MATTERS

The Board met today at 8:53 a.m. to consider indigent matters. Present were: Commissioners Tom Dale and Pam White, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, and Deputy Clerk Jenen Ross. Upon the motion of Commissioner White and second by Commissioner Dale, the Board voted unanimously to approve final denials for Case Nos. 2017-436 and 2017-363. The meeting concluded at 8:54 a.m. An audio recording is on file in the Commissioners' Office.

### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-334

The Board met today at 9:19 a.m. to conduct a medical indigency hearing for Case No. 2017-334. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Hearing Specialist Michelle Kidd, Attorney Mark Peterson, Kassi Daugherty from St. Luke's and Deputy Clerk Jenen Ross; the applicant did not appear. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to continue the case to July 13, 2017. The hearing concluded at 9:48 a.m.

### CONSIDER INDIGENT MATTERS

The Board met today at 9:50 a.m. to consider indigent matters. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Hearing Specialist Michelle Kidd and Deputy Clerk Jenen Ross. The applicant nor the hospital appeared for the following cases and Ms. Kidd is requesting that they be taken under advisement with initial determinations of denials to be issued within 30 days: 2017-229, 2017-360, 2017-410, 2017-340, 2017-511, 2017-359, 2017-319 and 2017-385. Commissioner White made

a motion that the cases as read into the record do not meet the criteria for county assistance and that initial decision of denial be issued within 30 days. The motion was seconded by Commissioner Rule with the Board voting unanimously on the motion. The meeting concluded at 9:51 a.m. An audio recording is on file in the Commissioners' Office.

ELEVENTH DAY OF THE APRIL TERM, A.D., 2017  
CALDWELL, IDAHO APRIL 24, 2017

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

#### APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Elizabeth Leonard.

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Bonneville Blueprint Supply in the amount of \$6600 for the Solid Waste department

#### FILE IN MINUTES

The Board filed the Treasurer's monthly report for March 2017 and quarterly report for January – March 2017 in today's minutes.

#### COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:31 a.m. for an office staff meeting. Present were: Commissioners Tom Dale and Steve Rule, PIO Joe Decker, Deputy Clerk Jenen Ross, Sr. Administrative Specialist Jamie Miller, and Deputy Clerk Monica Reeves. The Board reviewed this week's schedule with staff. Joe Decker reported on the following communication items: he is finalizing his budget request for submission to the Controller; will participate on the interview panel for the dispatch center; the law enforcement memorial ceremony will be held on May 17; early voting will take place next week; Prosecutor Taylor is organizing a media training class; the Idaho Press-Tribune has requested an interview with Fair Director Diana Sinner; the superhero walk will take place over the weekend. The meeting concluded at 8:43 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE AND CONSIDER SIGNING RESOLUTION AUTHORIZING THE RETIREMENT OF CANYON COUNTY SHERIFF OFFICER K9 “YOGI”

The Board met today at 9:01 a.m. for a legal staff update and to consider a resolution authorizing the retirement of Canyon County Sheriff Officer K9 “Yogi”. Present were: Commissioners Tom Dale and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, Chief Deputy Sheriff Marv Dashiell, and Deputy Clerk Monica Reeves. Mr. Porter said the dog has reached the end of his career and he will be retired to the West Valley Humane Society rather than to the handler because of some special needs and that’s the best place for him. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to sign the resolution authorizing the retirement of Canyon County Sheriff Officer K9 “Yogi”. (See Resolution No. 17-059.) As part of the legal staff update Commissioner Dale said he wanted to discuss a personnel matter; an Executive Session was held as follows:

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

Commissioner Rule made a motion to go into Executive Session at 9:02 a.m. pursuant to Idaho Code, Section 74-206(1) (b) and (d) a personnel matter, records exempt from public disclosure and attorney-client communication. The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Rule and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, Chief Deputy Sheriff Marv Dashiell, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:07 a.m. with no decision being called for in open session.

An audio recording of the open portion of the meeting is on file in the Commissioners’ Office.

BIWEEKLY MEETING WITH THE DIRECTOR OF DEVELOPMENT SERVICES TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION AND CONSIDER SIGNING A LETTER REGARDING THE LOWER BOISE FEMA FLOOD STUDY SECLUSION AREAS

The Board met today at 11:12 a.m. for a biweekly meeting with the Director of Development Services to discuss general issues, set policy and give direction and consider signing a letter regarding the Lower Boise FEMA Flood Study Seclusion Areas. Present were: Commissioners Tom Dale and Steve Rule, Director of Development Services Tricia Nilsson and Deputy Clerk Jenen Ross. Ms. Nilsson presented a letter she’s drafted to FEMA in regards to the Lower Boise FEMA Flood Study Seclusion Areas. Commissioner Rule made a motion to sign the letter, Commissioner Dale seconded the motion with the Board voting unanimously on the motion (a copy of this letter is on file with this day’s minute entry). Director Nilsson continued on with her biweekly meeting updating the Board on

the following items: So far in April they've done \$135K in permit revenue. She is continuing to work with Owyhee Produce and recently met with one of the property owners; they need to get their C.U.P. in but they are still working thru some boundary issues and aren't able to apply for the C.U.P. until those issues are resolved. The Chief Building Inspector will be out for a couple of months for a surgery but plans to do some work from home scheduling inspections and doing plan review. Ms. Nilsson met with several parties in regards to Britannia Heights subdivision and some of the sanitary restrictions there; the developer wanted DSD to take in the building permits but her department has a policy that unless the septic approval is in place the building permit won't be issued. She has spoken with the City of Caldwell and learned that they no longer want to do addressing in their impact area, they would prefer that the county take over this function but she indicated it will require an ordinance amendment. She also recently learned that in Ada County inundation mapping was done and in her conversations with the City of Caldwell thinks this may be good to do in Canyon County as well. She will follow-up with the Army Corp of Engineers to see what this entails and if any grants are available. The meeting concluded at 11:30 a.m. An audio recording is on file in the Commissioners' Office.

MEETING TO CONSIDER VARIOUS NEW PROPERTY TAX EXEMPTION APPLICATIONS AND RENEWING VARIOUS EXEMPTIONS UNDER CODES: 50-2014, 63-602B, 63-602C, 63-602D, 63-602E, 63-602GG, 63-602W, 63-602X

The Board met today at 2:01 p.m. to consider various new property tax exemption applications and renewing various exemptions under codes: 50-2014, 63-602B, 63-602C, 63-602D, 63-602E, 63-602GG, 63-602W, 63-602X. Present were: Commissioners Tom Dale and Steve Rule, Assessor Brian Stender, Chief Deputy Assessor Joe Cox, Sr. Administrative Specialist Jennifer Loutzenhiser and Deputy Clerk Jenen Ross.

***Urban Renewal exemption under Idaho Code 50-2014:***

- **Urban Renewal Agency of Caldwell (5 parcels)**

Commissioner Rule made a motion to approve the exemptions for the properties as read into the record, the motion was seconded by Commissioner Dale with the Board voting unanimously to approve the exemptions.

***Religious LLC's, Corporations or Societies under Idaho code 63-602B:***

- **Salt and Light Radio**

Commissioner Rule made a motion to deny the exemption; the motion died due to lack of a second. The exemption has been denied but the Board has asked for them to set a meeting.

- **Canyon Hill Church of the Nazarene**

Commissioner Rule made a motion to deny the exemption, the motion was seconded by Commissioner Dale with the Board voting unanimously to deny the exemption.

- **Sunny Ridge Assembly of God**

Commissioner Rule made a motion for the exemption to remain as it is, the motion was seconded by Commissioner Dale with the Board voting unanimously for no change to the exemption.

- **Caldwell Free Methodist Church**

Commissioner Rule made a motion to grant the exemption with Commissioner Dale seconding the motion and the Board voting unanimously to approve the exemption.

- **Bible Pentecostal Church**

Commissioner Rule made a motion for no change to the exemption, the motion was seconded by Commissioner Dale with the Board voting unanimously for no change in exemption status.

- **Fairview Church of the Nazarene**

Commissioner Rule made a motion to approve the exemption with Commissioner Dale seconding the motion and the Board voting unanimously to approve the exemption.

- **LDS Church (Linden Rd. location)**

Commissioner Rule made a motion to approve the exemption with Commissioner Dale seconding the motion and the Board voting unanimously to approve the exemption.

- **Roman Catholic Diocese of Boise**

Commissioner Rule made a motion to partially remove the exemption, Commissioner Dale seconded the motion with the Board voting unanimously to remove partial exemption.

***Fraternal, Benevolent or Charitable LLC's, Corps or Societies under Idaho Code 63-602C:***

- **Parma Area Senior Citizen Center**

Assessor's office states this application is incomplete as it is missing the 990 form which is their income tax return that non-profit organizations are required to do. Commissioner Rule made a motion to deny the exemption, Commissioner Dale seconded the motion with the Board voting unanimously to remove the exemption.

- **Arena Valley Park Association**

Commissioner Rule made a motion to grant the exemption, Commissioner Dale seconded the motion with the Board voting unanimously to approve the exemption.

- **Fleet Reserve Association**

Commissioner Rule made a motion to approve the exemption with Commissioner Dale seconding the motion and the Board voting unanimously to approve the exemption.

- **Community Health Clinics (Terry Riley Health – Nampa location)**

Commissioner Rule made a motion to approve to the exemption with Commissioner Dale seconding the motion and the Board voting unanimously to approve the exemption.

- **Community Health Clinics (Terry Riley Health – Caldwell location)**

Commissioner Rule made a motion to deny the exemption, Commissioner Dale seconded the motion with the Board voting unanimously to deny the exemption.

- **Deseret Industries**

Commissioner Rule made a motion to approve the exemption with Commissioner Dale seconding the motion and the Board voting unanimously to approve the exemption.

***School or Educational Purposes under Idaho Code 63-602E:***

- **Idaho Arts Charter School**

Commissioner Rule made a motion to approve the exemption with Commissioner Dale seconding the motion and the Board voting unanimously to approve the exemption.

- **Thomas Jefferson Charter School**

Commissioner Rule made a motion to deny the exemption, Commissioner Dale seconded the motion with the Board voting unanimously to deny the exemption.

- **Xerox Financial Services (5 accounts)**

Commissioner Rule made a motion to deny the exemption, Commissioner Dale seconded the motion with the Board voting unanimously to deny the exemption.

- **MailFinance Inc. (2 accounts)**

Commissioner Dale made a motion to approve the exemptions with Commissioner Rule seconding the motion and the Board voting unanimously to approve the exemptions.

- **EverBank Commercial Finance (2 accounts)**

Commissioner Rule made a motion to approve the exemptions with Commissioner Dale seconding the motion and the Board voting unanimously to approve the exemptions.

***Low-income Housing Owned by Nonprofit Organizations under Idaho Code 63-602GG:***

- **Columbia Gardens Inc. (2 parcels)**

Commissioner Rule made a motion to deny the exemptions with Commissioner Dale seconding the motion and the Board voting unanimously to deny the exemptions.

Columbia Gardens submitted applications for exemption under both Low-income housing and Charitable organizations, both are denied by the Board.

- **Advocates Against Family Violence**

Commissioner Rule made motion to deny the exemption, Commissioner Dale seconded the motion with the Board voting unanimously to deny the exemption.

***Site Improvements Associated with Land under code 63-602W:***

- **Greenleaf Air Ranch (2 phases)**

Commissioner Rule made a motion to grant the exemption on both phases, Commissioner Dale seconded the motion with the Board voting unanimously to grant the exemptions.

***Charitable Personal Property Tax Exemption under Idaho Code 63-602C:***

Commissioner Rule made a motion for no change in exemption for the following parcels, the motion was seconded by Commissioner Dale with the Board voting unanimously for no change in exemption.

- Community Health Clinics dba Terry Reilly Health Services (12 parcels)
- Corp. of Presiding Bishop of Jesus Christ of Latter Day Saints
- VFW Post 11065
- Idaho Youth Ranch (2 parcels)
- Melba Valley Historical Society
- Nampa Aerie No. 2103 (2 parcels)
- St. Vincent De Paul of Caldwell (2 Parcels)
- Caldwell Elks Home Assn. Inc. (2 parcels)
- Hispanic Cultural Center of Idaho
- Theta PSI House Corporation
- YMCA of Boise (2 parcels)

***Hospital Property Tax Exemption under Idaho Code 63-602D:***

Commissioner Rule made a motion for no change in exemption for the following parcels, the motion was seconded by Commissioner Dale with the Board voting unanimously for no change in exemption.

- St. Luke's Hospital (6 parcels)
- St. Alphonsus Hospital (21 parcels)

***Educational Personal Property Tax Exemption under Idaho Code 63-602E:***

Commissioner Rule made a motion for no change in exemption for the following parcels, the motion was seconded by Commissioner Dale with the Board voting unanimously for no change in exemption.

- GE Capital Information Tech Solutions (3 parcels)

***Urban Renewal Property Tax Exemption under Idaho Code 50-2014:***



Commissioner Rule made a motion for no change in exemption for the following parcels, the motion was seconded by Commissioner Dale with the Board voting unanimously for no change in exemption.

- Urban Renewal Agency of the City of Caldwell (10 parcels)

***Religious LLC's, Corporations or Societies under Idaho Code 63-602B:***

Commissioner Rule made a motion for no change in exemption for the following parcels, the motion was seconded by Commissioner Dale with the Board voting unanimously for no change in exemption.

- First Church of the Nazarene (2 parcels)
- Iglesia Misionera Pentecostes Inc. (3 parcels)
- Breath of Life Fellowship Inc.
- Apostolic Way Inc.
- Methodist Church
- First Baptist Church of Middleton (3 parcels)
- Church of Christ Caldwell
- Fairview Church of the Nazarene (4 parcels)
- Homedale Friends Community Church
- Community Baptist Church of Melba, Inc.
- Lakeview Bible Church (2 parcels)
- New Life Bible Fellowship, Inc.
- Corp. of Presiding Bishop of Jesus Christ of Latter Day Saints (49 parcels)

***Casualty Loss Property Tax Exemption under Idaho Code 63-602X:***

Commissioner Rule made a motion to approve the exemptions, Commissioner Dale seconded the motion with the Board voting unanimously to approve the exemption.

- REG Properties LP dba Shaffer Storages (2 buildings)

The meeting concluded at 3:08 p.m. An audio recording is on file in the Commissioners' Office.

TWELFTH DAY OF THE APRIL TERM, A.D., 2017  
CALDWELL, IDAHO APRIL 25, 2017

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

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

The Board met today at 8:46 a.m. for a biweekly meeting with the Human Resources Director to discuss general issues, set policy and give direction. Present were: Commissioners Pam White and Steve Rule, Chief Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, HR Director Sue Baumgart and Deputy Clerk Jenen Ross.

*Note for the record: As properly noticed the Board met today at 8:46 a.m. for a biweekly meeting with the HR Director. A request was made to go into Executive Session to discuss a personnel matter and records exempt from public disclosure. The Executive Session was held as follows:*

Commissioner Rule made a motion to go into Executive Session at 8:47 a.m. pursuant to Idaho Code, Section 74-206(1) (b) and (d). The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners White and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Pam White and Steve Rule, Chief Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, HR Director Sue Baumgart and Deputy Clerk Jenen Ross. The Executive Session concluded at 8:59 a.m. with no decision being called for in open session.

FY17 CANYON COUNTY JAIL NEEDS ANALYSIS AND CONCEPT DESIGN REQUEST FOR QUALIFICATIONS ADDENDUM NO. 1

The Board met today at 9:01 a.m. to consider signing FY17 Canyon County Jail needs analysis and concept design request for qualifications addendum no. 1. Present were: Commissioners Pam White and Steve Rule, Chief Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter and Deputy Clerk Jenen Ross. Mr. Laugheed stated that the date for questions due was April 21, 2017 but no questions, objections to the process or requests for clarification were received. The addendum states that we didn't receive any questions or objections and the calendar of events as originally scheduled remains on track which would be statements of qualifications due this Friday at 9:00 a.m. Commissioner White made a motion to sign the FY17 Canyon County Jail needs analysis and concept design request for qualifications addendum no. 1 and Commissioner Rule made a motion that we do not sign any addendum, both motions failed due to lack of a second. The meeting concluded at 9:05 a.m. An audio recording is on file in the Commissioners' Office.

MONTHLY MEETING WITH THE FAIR DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION AND CONSIDER SIGNING ENTERTAINMENT CONTRACTS FOR THE CANYON COUNTY FAIR WITH PATTI SYME AND KEVIN WOLFE AND CONSIDER SIGNING A RESOLUTION APPOINTING MEMBERS TO THE ADVISORY FAIR BOARD

The Board met today at 9:33 a.m. for a monthly meeting with the Fair Director to discuss general issues, set policy and give direction and consider signing entertainment contracts

for the Canyon County Fair with Patti Syme and Kevin Wolfe and consider signing a resolution appointing members to the advisory Fair Board. Present were: Commissioners Pam White and Steve Rule, Fair Director Diana Sinner, Deputy P.A. Allen Shoff, Torrie Cope with the Idaho Press-Tribune and Deputy Clerk Jenen Ross. Ms. Sinner updated the Board on the following items:

- **Sponsorship:** Peterson Stampede Dodge, Jeep, Chrysler, Ram will be the presenting sponsor with a \$25,000 sponsorship. They are currently at 82% of budget for sponsorship.
- **Concerts:** Line-up was announced yesterday and the feedback has been very positive. Tickets will go on sale Friday and the exhibitor guide will go out in May.
- **Grounds/Facility improvements:** The building has been rented out nearly every weekend and every renter has noticed the improvements.
- **Contracts:** Contracts will go out next week to the food and commercial vendors.

**Consider signing entertainment contracts for the Canyon County Fair with Patti Syme and Kevin Wolfe:** Allen Shoff explained that both contracts are similar to previous years. Commissioner Rule made a motion to sign the contracts for Patti Syme (see agreement no. 17-030) and Kevin Wolff (17-031), the motion was seconded by Commissioner White with the Board voting unanimously to sign the contracts.

**Consider signing a resolution appointing members to the advisory Fair Board:** Ms. Sinner said the interviews went well and feels very encouraged that the new Board brings a variety of skills and strengths. She is looking forward to working with them and relying on them for their support, opinions and direction. There will be two 3-year terms filled by Josh Sanders and Rebecca Coulter and three 2- year terms filled by Kim Hasenoehrl, Dawn Shahan and Allan Laird. At this time the board will be kept to 5 members and then Ms. Sinner will look to fill the two additional spots at a later time. Commissioner Rule made a motion to sign the resolution appointing members to the advisory Fair Board, Commissioner White seconded the motion. A roll call vote was taken with the Board voting unanimously to sign the resolution (see resolution no. 17-060). The meeting concluded at 9:44 a.m. An audio recording is on file in the Commissioners' Office.

THIRTEENTH DAY OF THE APRIL TERM, A.D., 2017  
CALDWELL, IDAHO APRIL 26, 2017

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

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Michaela Owens.

#### APPROVED CLAIMS ORDER NO. 1715

The Board of Commissioners approved payment of County claims in the amount of \$1,449,218.63 for a County payroll.

#### CONSIDER INDIGENT DECISIONS

The Board met today at 8:50 a.m. to consider indigent decisions. Present were: Commissioners Pam White and Steve Rule, Indigent Services Director Yvonne Baker, and Deputy Clerk Monica Reeves. Director Baker presented a final amended approval for Case No. 2016-962, which had been previously approved by the Board but an amendment was necessary. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to issue the final amended approval for Case No. 2016-962. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to issue initial denials with a written decision to be issued in 30 days for the following cases: Case Nos. 2017-774, 2017-776, 2017-754, 2017-939, 2017-803, 2017-920, 2017-790, 2017-923, 2017-882, 2017-775, and 2017-747. The meeting concluded at 8:51 a.m. An audio recording is on file in the Commissioners' Office.

#### OPEN BIDS FOR THE SPRING 2017 CANYON COUNTY JAIL POD 5 RECREATION YARD ENCLOSURE PROJECT

The Board met today at 9:01 a.m. to open bids for the Spring 2017 Canyon County Jail Pod 5 Recreation Yard Enclosure Project. Present were: Commissioners Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley, Facilities Director Paul Navarro, Chief Deputy Sheriff Marv Dashiell, Captain Daren Ward, Torrie Cope from the Idaho Press-Tribune, and Deputy Clerk Monica Reeves. Sam Laugheed said this is a solicitation of bids for a public works construction project with an estimated value of less than \$100,000 and we identified three public works bidders that Director Navarro has worked with and that we've solicited bids from in the past to solicit on this project. A project walkthrough was held where one of those vendors asked pertinent questions and demonstrated an interest in the project. The bids were due today at 8:59 a.m., and at 9:00 a.m. we had not yet received any bids but at 9:01 a.m. a bid was emailed from the same vendor who had attended the project walkthrough. Mr. Laugheed said we could stick to the strict limitations of the solicitation of bids and say that because we did not have any in time the County is free to select a vendor from the open market using the best interests of the County as a guideline. Or, we could waive our own deadline of 8:59 a.m. and say that 9:01 a.m. was materially sufficient to our purposes. Paul Navarro said we're under a six month deadline with the city to have this completed per our special use agreement and it's a complicated project. He knows the contractor from when he used to work for the state and

he wouldn't mind hiring him and if the requirements can be met he'd like to take his bid. Alpine Construction, Inc., was the only company to submit a bid, which was in the amount of \$93,000. Mr. Laugheed said the Board could waive that slight defect and accept the bid and he, Director Navarro and Captain Ward can review it and make sure it complies with the other requirements. Commissioner Rule wants to solicit more than one bid. Commissioner White agreed and asked why the other two companies didn't bid. Mr. Navarro said the construction industry is very busy and he's having a hard time getting people to respond to smaller projects but he will reach out to the other two companies and see if they are interested. Mr. Laugheed said Mr. Navarro will check with the other firms and maybe see if we can get a better deal on the open market without a bidding process. Commissioner Rule said we should open it back because due to the lack of timely bids. Mr. Laugheed said we'll either have a contract or an additional process on the agenda. The meeting concluded at 9:08 a.m. An audio recording is on file in the Commissioners' Office.

#### CONSIDER SIGNING FAIR ADVERTISING AND MARKETING INDEPENDENT CONTRACTOR AGREEMENT WITH PEPPERSHOCK MEDIA

The Board met today at 9:15 a.m. to consider signing a Fair Advertising and Marketing Independent Contractor Agreement with Peppershock Media. Present were: Commissioners Pam White and Steve Rule, Deputy P.A. Zach Wesley, Fair Director Diana Sinner, and Deputy Clerk Monica Reeves. Zach Wesley said up until two years ago when the Fair brought a marketing position in-house, Peppershock Media had a good stint with the fair as the advertising and media services specialist. The employee left six months ago and they haven't found anyone qualified who could get it ready for the 2017 fair. Peppershock Media made us aware of their services and they are familiar with the fair so that's why Ms. Sinner talked with them. Mr. Wesley said this year's agreement differs from those in the past and it's a personal services contract so it doesn't require a formal process. The intent is to see how it goes this year and then consider hiring an employee or doing an RFP to make sure the rates are competitive. The scope of work goes over the basic services; the rates are divided into three categories: for media purchases there is a commission of 15% off the gross charges; for new sponsorship sales they will receive 20%; renewal sponsorships at 10% and upsold contracts where sponsorship is increased 120% they will be entitled to a commission of 20%. When Commissioner White inquired about the rates Ms. Sinner said 20% is the industry standard when working with an agency that is selling sponsorships. Mr. Wesley said there will be a commission on in-kind sponsorships of 15% on the value for media that is donated to the fair that Peppershock Media negotiates with media providers. The County will own the artwork produced. The agreement will end with this current fair arrangement so they will not be entitled to a percentage of a renewing sponsorship in the future. They will have a team on-hand to deal with sponsors and media at the fair. Commissioner Rule said he doesn't hold Peppershock Media in high opinion because they charge professional commissions and rates but have provided poor performances and he believes there are better options for the County. Commissioner White said she is happy with some of the new aspects and given the timeframe we are under and the change in direction she supports the contract. Ms. Sinner said she too is concerned about finances but they were struggling to find someone who could fill the role and they went this route because it's their best chance

for a successful fair this year. She has identified a person for next year and is trying to figure out if they can partner with Peppershock Media on the things they are good at but keep the other things in-house so that financially it makes sense for the County. The contract will be rescheduled to May 1<sup>st</sup> when the full Board is present. The meeting concluded at 9:28 a.m. An audio recording is on file in the Commissioners' Office.

FOURTEENTH DAY OF THE APRIL TERM, A.D., 2017  
CALDWELL, IDAHO APRIL 27, 2017

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

#### APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Victors, LLC to be used 4/29/17 for a benefit auction.

#### APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Lost West Winery to be used 5/14/17 for the 28<sup>th</sup> Annual Mother's Day Celebration.

#### APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Curtis Long and Hannah Burgard.

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Curtis Blue Line in the amount of \$2850.00 for the Sheriff's Office
- CDWG in the amount of \$2698.41 for the Information Technology department
- Pacific Steel in the amount of \$2512.99 for the Facilities department

CONSIDER SIGNING FACILITY USE AGREEMENT WITH THE UNIVERSITY OF IDAHO;  
CONDUCT EXECUTIVE SESSION UNDER IDAHO CODE § 74-206 (1)(E) TO CONSIDER  
PRELIMINARY NEGOTIATIONS INVOLVING MATTERS OF TRADE OR COMMERCE IN

WHICH THE GOVERNING BODY IS IN COMPETITION WITH GOVERNING BODIES IN OTHER STATES OR NATIONS; AND CONDUCT A LEGAL STAFF UPDATE

The Board met today at 9:02 a.m. to consider signing a Facility Use Agreement with the University of Idaho; and to conduct an Executive Session under Idaho Code §74-206 (1)(e) to consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations (regarding *Project Rice*); and to conduct a legal staff update. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley, Deputy P.A. Brad Goodsell, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Facilities Director Paul Navarro, Steve Fultz from the Caldwell Economic Development Corporation, Project Rice representative, and Deputy Clerk Monica Reeves. The items were considered as follows:

***Facility Use Agreement with the University of Idaho for the 4-H Showmanship Clinic and 4-H and FFA Sheep and Goat Weigh-In:*** Mr. Wesley said the University of Idaho requested some changes to the standard rental agreement for the fair building for two dates in May. The agreement includes changes to the insurance and indemnification sections that were requested by the university. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to sign the facility use agreement with the University of Idaho. (See Agreement No. 17-032.)

Next, the Board went into Executive Session as follows:

EXECUTIVE SESSION – RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, TO CONSIDER PRELIMINARY NEGOTIATIONS INVOLVING MATTERS OF TRADE OR COMMERCE, COMMUNICATE WITH LEGAL COUNSEL REGARDING PENDING/IMMINENTLY LIKELY LITIGATION, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

Commissioner White made a motion to go into Executive Session at 9:05 a.m. pursuant to Idaho Code, Section 74-206(1) (d), (e), (f), and (i) to discuss records exempt from public disclosure and attorney-client communication, preliminary negotiations involving matters of trade or commerce, communicate with legal counsel regarding pending/imminently likely litigation, and to communicate with the County's risk manager regarding pending/imminently likely claims. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Brad Goodsell, Deputy P.A. Zach Wesley, Steve Fultz, a representative from Project Rice, and Deputy Clerk Monica. Mr. Fultz and the project representative left at 9:24 a.m. Indigent Services Director Yvonne Baker and Hearing Generalist Kellie George arrived at 9:25 a.m. and left at 9:40 a.m. Facilities Director Paul Navarro arrived at 9:41 a.m. The Executive Session concluded at 9:58 a.m. with no decision being called for in open session.

An audio recording of the open portion of the discussion is on file in the Commissioners' Office.

## FISCAL YEAR 2017 FINANCIAL UPDATE

The Board met today at 10:07 a.m. for a Fiscal Year 2017 financial update. Present were: Commissioners Tom Dale and Pam White, Clerk Chris Yamamoto, Controller Zach Wagoner, Chief Deputy Clerk Drew Maffei, PIO Joe Decker, and Deputy Clerk Monica Reeves. Zach Wagoner said over the past nine years Canyon County has left \$61 million in taxpayers' pockets and that's something to be proud of and it sends a strong message about how we feel about being fiscally conservative. We have been significantly under our levy authority the past 8 years and in FY2014 we were nearly \$13 million under our levy authority in that year alone. Our forgone amount is roughly \$8 million so that would factor into what we could levy next fiscal year. During the years before 2008 we were consistently taking the maximum we could but in 2009 we began a different approach. Commissioner Dale said if we had kept the property tax collections even in 2014, rather than dipping down, that could have been useful to our health plan. Clerk Yamamoto said there were two years where they felt like the fund balance was too high - government is not in business to stack cash - so in 2014 they "burned some fund balance." A proper fund balance is 33%, but in 2013 we were over 50%. Mr. Wagoner said as of March 31, 2017 the governmental fund (current expense fund, justice, indigent, and district court among others) revenues were \$37 million and expenditures were \$34 million. On the landfill fund the expenditures have exceeded revenue by about \$800,000 due to the purchase of the compactor in November, but he anticipates the revenues will catch up and washout the expenditures. On the health insurance fund the revenues are \$5 million and the expenditures are \$4 million with a balance as of March 31 of \$1.6 million. On the revenue side there is nearly \$5 million this fiscal year compared to \$3 million the prior fiscal year which is reflective of the onetime infusion and the per employee per month increase. There is more money going into the fund but unfortunately the expenditures have increased at a rate of \$100,000 per month. Commissioner White said if the trend continues we may have to look at putting \$1.2 million (\$100,000 x 12 months) to keep up with it. Mr. Wagoner said whatever we pay into that fund we're paying to ourselves so if claims were to decrease then the County would receive financial benefit from it. Commissioner Dale said the premiums need to cover it and if \$1,053 per employee per month isn't sufficient we should be looking at another number. We shouldn't have to put a million a year in addition to what we are collecting in premiums. Mr. Wagoner said if we did that the money would likely come from property tax. Commissioner Dale said it's part of the expense of doing business. Clerk Yamamoto said the healthcare costs in this nation are crazy but we can't do anything about it at a local level, but if there is a repeal of the Affordable Healthcare Act they will work with the trustees and HR and possibly have some recommendations. He also said Canyon County's claims exceed national averages by quite a bit. There was discussion about the need for a wellness plan and whether we need to sit down with Gem Plan and sharpen pencils to find out what's driving the costs. Clerk Yamamoto said he and Mr. Wagoner have been discussing the Gem Plan and whether they are bringing enough to the table to justify their existence. He believes we need to look at other options. Commissioner White agrees and Commissioner Dale believes they need to prove their service is beneficial to the County. Mr. Wagoner said the County is with Blue Cross, and Gem Plan is an intermediary that negotiates a lower rate with Blue Cross but we don't know how effective that is. He said the trustees had been brushed aside and made to feel like their input doesn't matter so they are trying to move towards this communication and talking about plan structure and communicating to employees the cost of going to ER



because those conversations will have the biggest financial impact on the plan as a whole. The indigent fund is taking a financial beating this year with the total expenditures increasing by 44%, nearly \$500,000, and involuntary holds have increased by 52%. There was discussion about people who are arrested in Canyon County but live in another county and if they're put on an involuntary hold and require medical treatment we are responsible for the entire bill. Commissioner Dale said if we had a crisis center it could alleviate some of this. The Clerk agreed and said some people might say that would be more important than a new jail. Commissioner Dale said there are state monies available to start a crisis center but the issue is you only get two years of funding from the state and after that you must have a plan in place to sustain it. He questioned if the amount we'd save on the involuntary holds would be enough to sustain County tax dollars. Mr. Wagoner said the budget adjustment includes \$61,000 on the A budget side related to the health insurance contribution and then a \$650,000 increase in the B budget for increased involuntary holds and other medical indigent costs for a total increase of a little of \$700,000. He's hoping it will be enough but it's impossible to predict the costs. Following comments Mr. Wagoner recommended the \$650,000 amount be increased to \$850,000. Commissioner White wants to have a discussion about whether to do a crisis center over a jail or whether we should do both. Regarding the cost of involuntary holds, Clerk Yamamoto said we may be able to lower the costs if we had a crisis center but it wouldn't be by a lot; however, the idea would be to have successes and keep those individuals out of the justice system and the jail, which is a great benefit for the taxpayers and that individual. Commissioner Dale wants to find out if an involuntary hold section can be attached to the jail and whether we can access state funds to help with that. The proposed budget adjustments are as follows:

- \$850,000 for indigent
- \$105,000 addition to the budget for the property tax environment upgrade that benefits the assessor, clerk and treasurer in order to calculate and collect property taxes in a timely manner.
- \$15,000 for two part-time facilities positions to help with the Fair. He suggests moving that into the facilities budget.
- \$40,000 - will use the state provided consolidated elections money to pay salaries and benefits this year; the new chief deputy who's doing a lot of work in consolidated elections.
- \$4.1 million for the fiscal year for the increased health insurance contributions.

Total budget adjustment: \$5.1 million.

Commissioner Dale asked what amount of cash is available for a down payment for the jail. We have a window of opportunity to run a bond in November and if we do that we can tell the public we can pay for a cash down payment and reduce the bond on the jail. Mr. Wagoner said indigent costs, jail costs, and construction costs are the tip of the iceberg, the real costs are the running and staffing of the jail for the next 30 years. As far as cash today the amount is around \$6 million. Clerk Yamamoto said the \$4 million that was added this fiscal year was for other purposes and we've spent it. If you look at what's going on with the housing economy there is a shortage, therefore the price has gone up and people are buying more than what they can afford and the concern is we could have another housing recession that drops value so he and the Controller are having discussions about that possibility. Right now

there isn't anything available above the \$6 million that's been assigned. Commissioner Dale said if we have a \$45 million proposal for a jail it would be a positive thing to tell people we have a \$6 million down payment. Commissioner White said if we don't get it done by November and we look at 2018 then there may be an opportunity to make it a healthier number. Clerk Yamamoto said if that amount is increased it would be all property tax dollars. Commissioner Dale said if we had been keeping up on health insurance costs for the last 10 years like we should have then we wouldn't have had to put \$4 million in halfway through this year. Mr. Wagoner will prepare a legal notice for the budget changes and the budget will be opened a few weeks after that. The meeting concluded at 11:03 a.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING TO CONSIDER THE APPEAL OF A PLANNED UNIT DEVELOPMENT FOR TREASURE VALLEY RENEWABLES, CASE NO. PH2016-71; AND ISSUE WRITTEN DECISION REGARDING THE REQUEST BY TREASURE VALLEY RENEWABLES, LLC, FOR A COMPREHENSIVE PLAN MAP AMENDMENT, CONDITIONAL REZONE AND DEVELOPMENT AGREEMENT, CASE NOS. PH2016-55 & 56

The Board met today at 2:00 p.m. to consider the appeal of a Planned Unit Development (PUD) for Treasure Valley Renewables, Case No. PH2016-71, and to issue a written decision regarding the request by Treasure Valley Renewables, LLC, for a comprehensive plan map amendment, conditional rezone and development agreement for Case Nos. PH2016-55 and PH2016-56. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Zach Wesley, DSD Director Tricia Nilsson, DSD Planner Jennifer Almeida, Tina Wilson, other interested citizens, and Deputy Clerk Monica Reeves. Jennifer Almeida said the applicant has requested the PUD appeal hearing be continued to June 5, 2017, and, she is asking the Board to table the signatures on the findings for the conditional rezone and development agreement to June 5 as well. The findings and resolution for the comprehensive plan map amendment can be signed today because they are not tied to the development agreement. Commissioner Rule made a motion to continue the PUD appeal hearing and the findings for the conditional rezone to June 5, 2017 at 2:00 p.m. The motion was seconded by Commissioner Dale. A roll call vote was taken with Commissioners Rule and Dale voting in favor. The motion carried unanimously. Commissioner Rule made a motion to sign the resolution amending the Canyon County Comprehensive Plan Map from "Agriculture" and "Commercial" to "Industrial" for Treasure Valley Renewables, LLC, Parcel Nos. R38904 and R38904010. The motion was seconded by Commissioner Dale. A roll call vote was taken with Commissioners Rule and Dale voting in favor. The motion carried unanimously. (See Resolution No. 17-070.) Commissioner Rule made a motion to sign the Treasure Valley Renewables comprehensive plan map amendment, Case No. PH2016-55. The motion was seconded by Commissioner Dale. A roll call vote was taken with Commissioners Rule and Dale voting in favor. The motion carried unanimously. The meeting concluded at 2:03 p.m. An audio recording is on file in the Commissioners' Office.

FIFTEENTH DAY OF THE APRIL TERM, A.D., 2017  
CALDWELL, IDAHO APRIL 28, 2017

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

APPROVED CLAIMS ORDER NO. 5-10-17

The Board of Commissioners approved payment of County claims in the amount of \$99,703.29, \$108,633.63 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Oracle in the amount of \$4000 for the Information Technology department

OPEN STATEMENTS OF QUALIFICATIONS FOR THE FISCAL YEAR 2017 CANYON COUNTY JAIL NEEDS AND CONCEPT DESIGN ANALYSIS

The Board met today at 9:01 a.m. to open statements of qualifications for the FY2017 Canyon County Jail Needs and Concept Design Analysis. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Mike Porter, Deputy P.A. Brad Goodsell, Sheriff Kieran Donahue, Chief Deputy Sheriff Marv Dashiell, and Deputy Clerk Monica Reeves. The following companies submitted statements of qualifications:

DLR Group  
51 University Street, Suite 600  
Seattle, WA 98101  
Received on April 28, 2017 at 8:58 a.m.

LCA Architects  
1221 Shoreline Lane  
Boise, ID 83702  
Received on April 27, 2017 at 8:00 a.m.

Carter Goble Lee (CGL)  
1619 Sumter Street, 4<sup>th</sup> Floor  
Columbia, SC 29201  
Received on April 26, 2017 at 1:25 p.m.

Mike Porter anticipates that a committee will be formed to review the information and rank them based on their qualifications. A checklist will be created that can be used by the committee that the Board will form to review and rank them and then come back with a recommendation on May 3, and then the next phase will be the cost of the project. The Prosecutor's Office recommends Director Paul Navarro and Captain Daren Ward, as well as one other designee of the Board's choice serve on the review committee. The Prosecutor's Office will serve in a consulting capacity rather than a selecting member of the committee. Sheriff Donahue said he concurs with Mr. Porter in that Captain Ward and Director Navarro would be excellent choices, and, he offered to serve on the committee as well if necessary. He also concurs with having the Prosecutor serve in consulting advisory capacity. Mr. Porter said perhaps Prosecutor Taylor or someone from the Clerk's Office could serve but that's up to the Board. Commissioner Rule said he believes this is a waste of time and money and we shouldn't be going through this process; we should focus on building a jail. Sheriff Donahue suggested Controller Zach Wagoner serve on the committee as well. Mr. Porter said he will assume that Captain Ward and Director Navarro will serve and he will contact Zach Wagoner. Commissioner Rule said two Commissioners need to agree on that action before there is any instruction. Mr. Porter said certainly that needs to be done if a decision is made, but at this point this group can get together informally and be up to speed on the information and if they get approval they can rank them and submit it to the Board so that the time's not wasted. Commissioner Dale concurred. The Board will meet on Monday, May 1<sup>st</sup> and decide on the review committee members. The meeting concluded at 9:13 a.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE AND CONSIDER SIGNING LAW ENFORCEMENT SERVICES AGREEMENT WITH THE MIDDLETON SCHOOL DISTRICT #134

The Board met today at 9:13 a.m. for a legal staff update and to consider signing a law enforcement services agreement with the Middleton School District #134. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Mike Porter, Deputy P.A. Brad Goodsell, Chief Deputy Sheriff Marv Dashiell, and Deputy Clerk Monica Reeves. Chief Dashiell said it is a renewal to a previous contract where the Sheriff's Office provides 1 ½ deputies during the school year and where the County receives a little over \$80,000 in compensation. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to sign the law enforcement services agreement with the Middleton School District. (See Agreement No. 17-033.) As part of the legal staff update there was discussion regarding a proposal from Rocky Mountain Fireworks and Fur Company to use County-owned property at Anderson Corner. Mr. Goodsell prepared a response letter indicating the County is prohibited from allowing public property to be used for personal gain or benefit. Commissioner Rule said he doesn't care if they use the property. Mr. Goodsell said we cannot allow somebody to use County property for personal gain. Commissioner Dale said he doesn't care if they use the property either but the law is clear and we don't have a choice. Commissioner Rule made a motion to sign the letter informing Rocky Mountain Fireworks that they are not allowed to use Anderson Corner for a fireworks stand. The motion was seconded by Commissioner Dale and carried unanimously. (A copy

of the signed letter is on file with this day's minute entry.) The meeting concluded at 9:18 a.m. An audio recording is on file in the Commissioners' Office.

SIXTEENTH DAY OF THE APRIL TERM, A.D., 2017  
CALDWELL, IDAHO MAY 1, 2017

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

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Corwin Ford in the amount of \$30,239.10 for the Fleet department

#### COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:33 a.m. for an office staff meeting. Present were: Commissioners Tom Dale, Pam White and Steve Rule, PIO Joe Decker, Deputy Clerk Jenen Ross, Sr. Administrative Specialist Jamie Miller, and Deputy Clerk Monica Reeves. The Board reviewed this week's schedule with staff. Joe Decker reported on the following communication items: he sent out information regarding the upcoming law enforcement memorial ceremony; he is working with Landfill Director David Loper on the household hazardous waste event which is scheduled for June 10 at the Idaho Center; he will complete his budget detail and submit it to the Clerk; there was a homicide in Nampa so it's likely the media will be here this afternoon for the arraignment; and there will be a training exercise on Thursday at the emergency operations center. The meeting concluded at 8:42 a.m. An audio recording is on file in the Commissioners' Office.

#### CONSIDER SIGNING A RESOLUTION APPROVING CANYON COUNTY FAIR VENDOR AND CONCESSIONAIRE LICENSE AGREEMENTS AND FEES, AND A FAIR ADVERTISING AND MARKETING INDEPENDENT CONTRACTOR AGREEMENT WITH PEPPERSHOCK MEDIA

The Board met today at 9:00 a.m. to consider a resolution approving the Canyon County Fair Vendor and Concessionaire License Agreements and Fees, and a Fair Advertising and Marketing Independent Contractor Agreement with Peppershock Media. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley, Fair Director Diana Sinner, Event Coordinator Ellen Tingstrom, and Deputy Clerk Monica Reeves. Zach Wesley said this is the process where the vendors and concessionaires can register their booths without having to come before the Board of Commissioners so he worked with

Director Sinner and they prepared a standard form contract and set rates and the form will be brought to the Board every year for approval and then the contractors will be mailed the adhesion contract. There are three different agreements and three different rates: a rate for vendors, a rate for concessionaires and a special rate for FFA. The rates are specific to the Canyon County Fair and are the same as last year. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the resolution approving Canyon County Fair Vendor and Concessionaire License Agreements and Fees. (See Resolution No. 17-071.) Mr. Wesley said Director Sinner has been working with Peppershock Media to fill a hole in the marketing and sponsorship department at the fair. They worked with Peppershock years ago but then brought in someone in-house but that employee left and Director Sinner couldn't find a suitable replacement who could be up to speed for the 2017 fair so a conversation was held with Peppershock and it resulted in this agreement. There are rate structures that vary based on the type of work; new sponsorships are at 20% commission, renewals at a 10% commission, upsold sponsorships are at a 20% commission and fee for media buys and sponsorships are at 15%. Peppershock offers services detailed in Exhibit B that are at a flat rate. This has our standard insurance and indemnification clause and the only other differences from our regular contract is that the County maintains the right to all the artwork. The agreement will terminate at the end of the 2017 fair and they will not be entitled a commission on a sponsorship next year. If the relationship has to continue it will go through an RFP process if they don't find somebody to come in-house. Commissioner White made a motion to sign the Fair Advertising and Marketing Independent Contractor Agreement with Peppershock Media. Commissioner Rule said he will not second the motion because Peppershock gives Class A rates but provides a C- performance. The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners White and Dale voting in favor and Commissioner Rule voting in opposition. The motion carried by a two-to-one split vote. (See Agreement No. 17-034.) The meeting concluded at 9:09 a.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE AND DISCUSSION TO APPOINT MEMBERS TO THE REVIEW COMMITTEE FOR THE FY2017 CANYON COUNTY JAIL NEEDS AND CONCEPT DESIGN ANALYSIS SOQ REVIEW PROCESS

The Board met today at 9:09 a.m. for a legal staff update and to have a discussion to appoint members to the review committee for the FY2017 Canyon County Jail Needs and Concept Design Analysis Statements of Qualifications (SOQ) Review Process. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley, Deputy P.A. Mike Porter, Captain Daren Ward, and Deputy Clerk Monica Reeves. Last week the Board opened SOQ's from three potential vendors and now is the time to appoint representatives to serve on the review committee so that a notice of ranking can be issued on May 3. Commissioner White suggested the Board invite the following community members and city representatives to participate on the committee: Brent Orton, Beth Ineck and Ron Van Auker, Jr., so we can have a broad spectrum with different points of view. Mike Porter said we want to vet whoever's involved to make sure they wouldn't have any conflicts down the road in the project. We only have two days to review the three proposals so we'll need

participants who can get up to speed really fast. In addition to Captain Ward and Facilities Director Paul Navarro, Commissioner Dale would like someone from the Clerk's Office to serve. Mr. Porter said the Board can select the names and Zach Wagoner, Captain Ward, and Paul Navarro could be the committee that's formed and the worse that could happen is if someone wasn't able to score them in time and then we'd just go forward with those who were able to. Commissioner Rule said Mr. Van Auker is a contractor who could bid on the project so we need to be careful that we don't preclude his ability to bid on the project by having him score the companies. It was decided that the others will be asked to review digital copies and submit their input to the committee but if they think they may be interested in the project then we won't ask them to rank the companies. Captain Ward said the scoring sheets include very simple step-by-step instructions and anyone, regardless of their qualifications, would be able to score the companies. However, he's concerned that the more people we have on the review committee the higher the likelihood we won't be able to make the May 3 ranking deadline. Commissioner White made a motion to appoint Captain Daren Ward, Facilities Director Paul Navarro, and Controller Zach Wagoner to the review committee to review the qualifications for the selection on May 3, 2017. The motion was seconded by Commissioner Dale. The motion carried by a two-to-one split vote with Commissioners White and Dale voting in favor and Commissioner Rule voting in opposition. Beth Ineck, Brent Orton and Ron Van Auker, Jr. will be invited to participate and submit their scores to the review committee. (Captain Ward left at 9:21 a.m.) During the legal staff update Commissioner Dale spoke about the need for the Board to respond to the district board of health's formula for state appropriated funds. There has been a conflict over the state appropriate formula for the seven health districts that was created when the board of trustees voted for a new formula that took effect in 2014 that gave District 2 (Lewiston area) a fairly substantial increase. A lot of the districts remained the same, while Districts 3 and 4 received decreases in the amount of money they received from the state. This last legislative session there was a strong attempt by Districts 3 and 4 to set the formula in state statute so it would no longer be battled around by the trustees. According to statute 67% of the state appropriated money is awarded to counties based on their contribution to the health districts, the remainder of the money is what they are talking about splitting up and that's given to the board of trustees to determine the formula. The legislation was headed off because the trustees agreed to meet for a mediation and see if they could come up with an agreeable formula, and last month they came up with a compromised formula that all seven districts agreed on. District 2 took a little cut, and Districts 3 and 4 received a small increase and everybody else stayed the same. District 4 is proposing to simplify it a little to make it 50% on population, 25% on poverty numbers and 25% on either the health provider shortage number or infrastructure. It's not that big amount of money for our district and the difference of what they're talking about is \$20,000 out of an \$8 million budget. Commissioner Dale wants to know if the Board wants to continue the conflict or live with what we have and move on. He spoke about an issue with food fee inspections and the concern that the taxpayers are subsidizing the businesses and so there's a real strong move amongst the health district trustees and boards to go to the legislature to fix this and take it out of legislation so that each district is responsible for setting their fees based on the cost. Nothing in the proposal addresses the food fee inspection issue right now but the point of that being important is that the legislators have indicated if we can find resolution on the state appropriate formula then they will get behind the effort to change the food fee issue

because that has a much larger potential financial impact than the \$20,000 we're fighting over. Commissioner Rule said he has great respect for Ada County (District 4) but there's been so much disagreement so he'd rather settle for a field goal than go for a touchdown therefore he will side with the other districts on this issue. Commissioner White said all districts aren't the same size and consideration has to be given to that because in the long run that's where all the money comes from. Commissioner Dale said he's hearing that the Board wants to resolve the conflict and move on given that a deal has been made that makes some progress. Mr. Wesley informed the Board that the resolution it signed earlier today will reduce the number of fair contracts that come to the Board by 80% or 90%. Most of what was coming through was the vendor and concession agreements which the Board started signing when the fair board became advisory and lost their authority. The meeting concluded at 9:35 a.m. An audio recording is on file in the Commissioners' Office.

#### MEETING TO DISCUSS AND REVIEW APPLICATIONS FOR THE APPOINTMENT OF A PLANNING AND ZONING COMMISSIONER

The Board met today at 9:38 a.m. to review applications for the appointment of a Planning and Zoning Commissioner. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley, DSD Director Tricia Nilsson, and Deputy Clerk Monica Reeves. The Board is looking to fill the vacancy created by David Rogers who lives outside of Middleton, and in a few months they will be looking to fill other vacancies that will arise. Appointments are based on geographic location, if at all possible, in order to get representation from all over the County. Applications were submitted by John Carpenter, Brian Sheets and Rick Fried. Commissioner Rule knows Mr. Fried and Mr. Carpenter and said they are professionals in their field and would do a good job; he doesn't know Mr. Sheets but his resume looked satisfactory. It's his inclination to not appoint Mr. Carpenter at this time because there will soon be a vacancy for a position in the Parma area and he would be a good candidate for that position. All three candidates will be invited for interviews. Director Nilsson said we need to make sure they meet the two year residency requirement, and, she said appointments can be made within the area of impact but we have to demonstrate we couldn't find people outside the area of impact. We cannot appoint anyone who lives within city limits because we're already at our maximum. None of the three applicants live within city limits. The meeting concluded at 9:49 a.m. An audio recording is on file in the Commissioners' Office.

#### FY2018 BUDGET MEETING FOR THE CANYON SOIL CONSERVATION DISTRICT

The Board met today 1:30 p.m. for the FY2018 budget meeting for the Canyon Soil Conservation District. Present were: Commissioners Tom Dale, Pam White, Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, and Amy Miller, Mike Summerville, Lori Kent, Bob McKellip, Mike Swartz, and Dave Dixon from the Canyon Soil Conservation District, and Deputy Clerk Monica Reeves. A PowerPoint presentation was given, a copy of which is on file with this day's minute entry. This year the conservation district is requesting \$10,000 in



County funding. The meeting concluded at 2:26 p.m. An audio recording is on file in the Commissioners' Office.

#### FY2018 BUDGET MEETING FOR THE TREASURE VALLEY PARTNERSHIP

The Board met today at 2:47 p.m. to discuss the FY2018 budget meeting for the Treasure Valley Partnership. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Controller Zach Wagoner, Bill Larsen from Treasure Valley Partnership, and Deputy Clerk Monica Reeves. Mr. Larsen said their budget won't change but if it does, it will go down. This year the partnership is requesting \$6,456.00 in County funding. The meeting concluded at 2:52 p.m. An audio recording is on file in the Commissioners' Office.

#### FY2018 BUDGET MEETING FOR METRO COMMUNITY SERVICES/CANYON COUNTY OFFICE ON AGING

The Board met today at 3:02 p.m. to discuss the FY2018 budget meeting for Metro Community Services/Canyon County Office on Aging. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Controller Zach Wagoner, Carol Teats from Metro Community Services, and Deputy Clerk Monica Reeves. This year the organization is requesting \$125,000 in County funding, which is a \$7,000 increase over the past few years' funding request. The meeting concluded at 3:16 p.m. An audio recording is on file in the Commissioners' Office.

#### PROPOSED AMENDMENT TO AGENDA: CONSIDER SIGNING PUBLIC DEFENSE COMMISSION GRANT APPLICATION

The Board met today at 4:31 p.m. to consider an amendment to the agenda to consider signing the Public Defense Commission grant application for the Public Defender's Department. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, Public Defender Tera Harden, Office Administrator Deepak Budwani, Interim Chief Deputy Public Defender Krista Howard, and Deputy Clerk Monica Reeves. Chief Deputy Clerk Drew Maffei arrived at 4:36 p.m. Mike Porter said Idaho Code Section 74-204 allows for an amendment to the agenda with less than normal notice if we would suffer such a loss. (Staff advised that no members of the media have requested notification of any such change to the agenda.) Commissioner White made a motion to do an emergency amendment pursuant to Idaho Code Section 74-204 and convene this emergency meeting. The motion was seconded by Commissioner Rule. A roll call vote was taken with Commissioners White, Rule, and Dale voting in favor of the motion which carried unanimously. Tera Harden apologized for the late notice and said the grant application deadline was not on her radar. She reviewed the information contained in the grant, which is in the amount of \$431,102.31. The application requires the Clerk's certification of those expenditures made by the County. In the course of filling out the grant they've asked how last year's funds were spent and how we intend to spend it moving

forward. Last year they worked on complying with the principles of the indigent defense delivery system outlined in Idaho Code 19-850A(7) which is essentially providing adequate services for indigent defendants, providing a confidential space to meet with them, putting in workload controls, keeping funding independent of any politics, providing training and allowing experienced lawyers to be assigned the correct cases, providing for vertical representation, trying to have parity with prosecution, providing continuing legal education for lawyers, providing quality assurance of clients, making sure the clients are receiving conflict-free representation. They are also working to meet any standards that have been adopted by the public defense commission. In the course of FY2017 she had 21 lawyers that were providing primary indigent defense services, additionally she had 11 contractors providing public defense services on conflict cases. For FY2018, they will add additional personnel to ensure workload controls and provide staff training to meet the demands of the office, provide parity in respective resources, facilities, and confidential physical space between the PD Department and the PA's Office. The County is not required to commit to anything but she is looking to add eight additional attorneys, two support staff and one social worker at an additional cost of \$945,991.78. Non-personnel expenses would be approximately \$58,000. Commissioner White wants to make sure the grant won't be impacted if the County does not provide the funding for the additional staff Ms. Harden is requesting. Ms. Harden said it will not be deal-breaker. The funds will be used to help fund software updates to the case management system to continue to better track time and to make improvements to increase efficiency with the implementation of the courts' iPort which is occurring in Canyon County in the next several months. They would look to build an application programming that interfaces between the new iPort system and the current case management system being used by the PD department and the PA's Office. Commissioner Rule made a motion to sign the FY2018 Indigent Defense Grant Application. The motion was seconded by Commissioner White. A roll call vote was taken with Commissioners Rule, White and Dale voting in favor of the motion which carried unanimously. A copy of the grant application is on file with this day's minute entry. The meeting concluded at 4:47 p.m. An audio recording is on file in the Commissioners' Office.

SEVENTEENTH DAY OF THE APRIL TERM, A.D., 2017  
CALDWELL, IDAHO MAY 2, 2017

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

FY2018 BUDGET MEETING FOR COMPASS

The Board met today at 1:31 p.m. to discuss the FY2018 budget meeting for COMPASS. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, COMPASS Executive Director Matt Stoll, and Deputy Clerk Monica Reeves. Director Stoll said the COMPASS finance committee recommended keeping the

existing rate but accounting for growth to determine whether dues rise or decrease in some cases. In unincorporated Canyon County the dues membership is split between the Board of Commissioners and the applicable highway district that covers that area, and within the incorporated parts of Canyon County it's split between the Board of Commissioners, the applicable highway district, and the city that is represented in that area. The membership dues for Canyon County are \$106,132, which is a \$3,000 increase over last year's amount and it's primarily due to growth that has occurred in the Nampa urbanized area. The Canyon Highway District had a decrease in membership dues of \$200 but everybody else's dues increased. COMPASS has included in their budget a 3% merit increase for staff. The meeting concluded at 1:46 p.m. An audio recording is on file in the Commissioners' Office.

#### FY2018 BUDGET MEETING FOR VALLEY REGIONAL TRANSIT

The Board met today at 2:30 p.m. to discuss the FY2018 budget meeting for Valley Regional Transit. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, Kelli Badesheim, Executive Director of Valley Regional Transit, and Deputy Clerk Monica Reeves. Director Badesheim reviewed the organization's services and programs as well as their FY2018 budget request. There are two funding methodologies: one is for regional assessment that supports the administration, the call center, and supports activities for the organization and that's based on a per capita rate of 40 cents. The 2.5% gets applied to that rate and then they apply it to the population and for Canyon County, based on the COMPASS approved population, it's \$20,132. Canyon County also provides funding to support the intercounty services that are between Canyon County and Ada County and the request is 2.5% more than last year. The total amount goes from \$35,845 to \$36,422. Commissioner Rule said CCOA/Metro Community Service's increase over 10 years was less than 10% but VRT asking for a 2.5% increase this year. Director Badesheim said they look at other government budgets and they base it on the actual costs, and CCOA is a little more volunteer based and they probably don't have the same levels of labor so this is spreading that out. Canyon County's portion of that is a fairly small portion of the total but it really is driven by labor and fuel costs and more direct expenses for the transit system. The meeting concluded at 2:55 p.m. An audio recording is on file in the Commissioners' Office.

#### FY2018 BUDGET MEETING FOR THE WEST VALLEY HUMANE SOCIETY

The Board met today at 3:00 p.m. to discuss the FY2018 budget meeting for the West Valley Humane Society. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, Facilities Director Paul Navarro, Karly Cantrell, Director of the West Valley Humane Society, and Deputy Clerk Monica Reeves. Ms. Cantrell said they have some work that needs to be done on the flooring, doors, countertops and landscaping as well as some seal coating and restriping of the parking lot, but they do not have any big projects or high dollar amounts. This year they are requesting the maintenance fund be reduced from \$100,000 to \$50,000, and that the operations fund remain at \$200,000. Ms. Cantrell reported on the adoption and fund raising events they are involved with. She

said dogs are being adopted at a very fast rate and their adoption kennels were empty after delivering 28 cats to Spokane. They are starting to get more cats in but they're looking at another transport to Spokane. Commissioner White said there was a letter in the local newspaper complaining about the cost of adoptions and she asked how the shelter determines the cost. Ms. Cantrell said they base pricing on adoptability. They do a base pricing and if the animal sits there for over a week then they drop the cost by increments to help find a home. She said a handful of people have complained because they had a program called seniors for seniors and they used to give away free animals and a lot of time with senior animals the shelter puts a lot more money into their care to get them ready for adoptions. She revamped the program where if the dog is over 7 and the person is over 60 then it's a \$50 adoption fee and some people feel that's high but she thinks it's a good price. Commissioner Rule thanked Ms. Cantrell for trying to make the program pay for itself and he said that complaint is only one out of thousands of voters in Canyon County. He asked if the shelter keeps stats on how many dogs are euthanized due to attacks. Ms. Cantrell said the shelter does keep stats and if someone brings a dog in to be euthanized they ask what the reason is to determine whether it can be adopted or whether it needs to be euthanized or sent to a rescue. Animals go through a medical and temperament evaluation and they give as much information as possible. They have gotten away from the no kill label due to the number of animals they take in and it would be irresponsible to operate as a no kill facility when realistically we have animals that are not adoptable, they're not safe and it becomes a community safety issue. If there's an animal-to-person bite they contact law enforcement and an animal control officer will file a report. Commissioner Dale asked how the volunteer core is doing. Ms. Cantrell said it's doing well; they do two volunteer orientations per month. With regard to the price of adoption Clerk Yamamoto said it sounds like supply and demand is working, and he said he doesn't believe in free animals and that ownership is more meaningful with an investment. He asked about the board membership. Ms. Cantrell said Janae Mitchell serves as board president; Shelly Duff serves as vice-president; Debbie Larsen serves as secretary and Megan Townsend, Carly Costello, Travis Campbell, Joe Goldman, and Michelle Camper serve as board members. Zach Wagoner asked if the shelter could submit its invoices each month. Ms. Cantrell said she's hired a CPA to do the invoicing and she's hoping they will do it each month. The meeting concluded at 3:18 p.m. An audio recording is on file in the Commissioners' Office.

EIGHTEENTH DAY OF THE APRIL TERM, A.D., 2017  
CALDWELL, IDAHO MAY 3, 2017

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

CONSIDER INDIGENT DECISIONS

The Board met today at 8:56 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Director of Indigent Services Yvonne Baker, Customer Service Specialist Robin Sneegas, Customer Service Specialist Amy Brown and Deputy Clerk Jenen Ross. Ms. Baker said the following cases do not meet the criteria for eligibility: 2017-938, 2017-940, 2017-698, 2017-830, 2017-827, 2017-956, 2017-829, 2017-833, 2017-831, 2017-802, 2017-832, 2017-820 and 2017-828. Commissioner Rule made a motion to issue initial denials within the next 30 days, the motion was seconded by Commissioner White with the Board voting unanimously on the motion.

The Board requested that Ms. Baker explain how involuntary mental holds work. She stated that they generally come from law enforcement or when the patient enters the ER. Holds are processed thru the civil courts and then a designated examiner will determine if they need to remain on hold. If the designated exam is positive the patient may be committed to the Department of Health and Welfare for 30 days; once they are committed to the state the financial responsibility falls to the state but the county is still responsible for the temporary hold. The hold can include medical expenses, which is the cause of the monetary increase because there is no limit as there are on the medical applications. The county pays at the Medicaid rate but the county is responsible for all of the mental health and the medical portion of the holds. Ms. Baker has spoken with the Clerk and believes he would like some legislative change to help control or limit those costs.

The meeting concluded at 9:03 a.m. An audio recording is available in the Commissioners' Office.

#### LEGAL STAFF UPDATE AND NOTICE OF RANKING FOR THE FY17 CANYON COUNTY JAIL NEEDS ANALYSIS AND CONCEPT DESIGN REQUEST FOR QUALIFICATIONS

The Board met today at 9:04 a.m. for a legal staff update and to issue a notice of ranking for the FY2017 Canyon County Jail Needs Analysis and Concept Design Request for Qualifications. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Sheriff Kieran Donahue, Captain Daren Ward, Facilities Director Paul Navarro, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. Sam Laugheed said there are some documents that are exempt from public disclosure and some matters of attorney-client communication that could be discussed in Executive Session prior to having the on record notice of ranking delivered. He recommended the Board go into Executive Session as follows:

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

Commissioner White made a motion to go into Executive Session at 9:06 a.m. pursuant to Idaho Code, Section 74-206(1) (d), to discuss records exempt from public disclosure and attorney-client communication. The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners White and Dale voting in favor of the motion to enter into Executive Session and Commissioner Rule voting in opposition to the motion. The motion carried by a two-

to-one split vote with Commissioner Rule casting the dissenting vote. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Sheriff Kieran Donahue, Captain Daren Ward, Facilities Director Paul Navarro, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:20 a.m. While in open session a discussion was held on the notice of ranking.

Mr. Laugheed said yesterday the official review committee consisting of Controller Zach Wagoner, Facilities Director Paul Navarro, and Captain Daren Ward met to review the submissions from the DLR Group, Carter Goble Lee, and LCA. The committee had prepared and executed a letter to the Board recommending and establishing their unanimous belief that each of the proposers could perform the required services with competence and professionalism and they are recommending the Board move to a next phase of a selection process with interviews of all three firms. Zach Wagoner said he would like an opportunity to visit with them face-to-face to ask questions and see who can meet our needs because this is a major project of tremendous importance not only in the immediate future but for years down the road and it's important we invest adequate time right now to get this project started in the right manner. Mr. Laugheed said the Board's staff will let the firms know that all three have made it to this next phase then we will arrange to set interviews and maybe the committee can come up with proposed questions that they would want addressed. Commissioner Dale said it needs to happen as soon as possible. Sheriff Donahue said they are in agreement that this is one of the most important issues facing the County and they agree that even if we aren't able to put a bond together in November, the most important principle is that it's done correctly and thoroughly and the public is educated and has a chance to weigh-in and understand the importance. Commissioner White made a motion to move forward in the process with the three statements of qualifications that were received and that the committee establishes standardized questions for the interviews. Commissioner Rule made a substitute motion that we do not move forward in the process because it's a waste of tax dollars and resources and leads to yet another study when we've known for the past 10 years that we needed a jail and we just need to find a jail design we can support. We've had two complete sets of plans over the past 10 years that were designed when former Commissioners, and a Sheriff and committees realized the same problems. The substitute motion died for lack of a second. Commissioner Dale seconded the original motion and said he appreciates Commissioner Rule's perspective but this is necessary and foundational to moving forward in a logical educated manner. This type of study has not been conducted in Canyon County for a jail and although we've had some plans and it could be that the needs analysis will say we could use a part of one plan or a part of another, but what we are looking for an expert opinion on how we meet the justice requirements of Canyon County for the next 20-30 years and that involves not just the jail but the justice philosophy. It's not necessarily a bad thing that the first jail design was rejected and we've had this 10-year wait because of the ACLU lawsuit and the restrictions on our jail space our justice departments have creatively designed alternative sentencing which is leading the way for the whole state and keeping people out of jail so we don't need to put 1200-1500 people in jail and that's a positive that will be taken into consideration in a needs analysis. We need to take an educated and long term view of this and that's why this is a mandatory part of moving forward. Sheriff

Donahue said one bright spot is that all three companies that have reached this stage in the assessment have done work in the past for Canyon County on jail and space needs but this is a more encompassing study to understand the needs. One of the companies told us last year that we are way over in our alternative sentencing numbers and we far exceed what should normally be done. We need to have a thorough assessment by experts to guide us where we go next. Commissioner White said it's an opportunity to bring in the justice system and consider the other needs of the community and have some really good relationships as we move forward with the new justice building. Commissioner Rule said based on history Canyon County voters aren't going to pass a bond and the only way to move this forward would be with a judicial mandate. A roll call vote was taken on the original motion with Commissioners White and Dale voting in favor and Commissioner Rule voting in opposition. The motion carried by a two-to-one split vote with Commissioner Rule casting the only dissenting vote. The meeting concluded at 9:31 a.m. An audio recording is on file in the Commissioners' Office.

#### MEETING WITH MIKE GENOVESE TO DISCUSS HOMEOWNER EXEMPTION

The Board met today at 10:04 a.m. for a meeting with Mike Genovese to discuss a homeowner exemption. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Assessor Brian Stender, Chief Deputy Assessor Joe Cox, Senior Administrative Specialist Jennifer Loutzenhiser, Mike Genovese and Deputy Clerk Jenen Ross. Mr. Genovese explained that he wasn't aware of the homeowner exemption and by the time he spoke with the Assessor's office he was one week past the deadline but they informed him that he could submit paperwork for his 2018 property taxes. He is asking if there is anything that can be done to obtain the exemption for 2017. Ms. Loutzenhiser gave a review of the information they received from Mr. Genovese; the Assessor's records indicate that they received the recorded deed in May of 2016 showing that the Genovese's took possession of the property. At that time the mailing address was still in California but a sales verification was sent to the Genovese's. Question #11 of the sales verification asked if the mailing address needed to be changed but it was left blank and question #12 states that if this home is your primary residence, if you haven't already filled out a homeowners exemption and would like one to contact the Assessor's Office. Mr. Genovese completed the sales verification and did not request a mailing address change but did ask for a homeowner exemption to be mailed to him on May 24, 2016. Staff that processed the sales verification noted that Mr. Genovese was called and learned that they would not be living in their Canyon County home for a few more weeks. Since the Genovese's had not moved into their Canyon County home an exemption was not mailed due to them only being mailed to the address the exemption will apply to. The Assessor's Office let him know that once he was moved up here to get in contact with their office to apply for the homeowner exemption with the last note being that he understood. There is no more action on this property until April 25, 2017. The Board stated they all understand the issue at hand but the law dictates the deadline and they have to follow with that and are not able to make an exception. The meeting concluded at 10:17 a.m. An audio recording is on file in the Commissioners' Office.

### CONSIDER SIGNING NOTICE OF FISCAL YEAR 2017 BUDGET ADJUSTMENTS

The Board met today at 10:31 a.m. to consider signing a notice of Fiscal Year 2017 budget adjustments. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. Mr. Wagoner prepared a notice of hearing for the following FY2017 budget adjustments:

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

They are covered by federal, state, or local revenues and will not increase FY2017 property taxes. The hearing will be held on May 22, 2017 at 2:00 p.m. Upon the motion Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the notice of the Fiscal Year 2017 budget adjustments. The notice will be published in the Idaho Press-Tribune. The meeting concluded at 10:37 a.m. An audio recording is on file in the Commissioners' Office.

### FISCAL YEAR 2018 BUDGET MEETING FOR THE ADVOCATES AGAINST FAMILY VIOLENCE

The Board met today at 11:00 a.m. for the Fiscal Year 2018 budget meeting for the Advocates Against Family Violence. Present were: Commissioners Pam White and Steve Rule, AAFV Executive Director Kim Deugan, Jennifer Harlan from the Department of Health and Welfare, Yvonne Baker and Michelle Kidd from the Indigent Services Office, Sue Scott and Shawna Larson from the Auditor's Office, and Deputy Clerk Monica Reeves. Kim Deugan thanked the Board for its past support in the amount of \$50,000 which has helped maintain the programs and keep the shelter doors open. This year they are requesting \$65,000 in County funding. They are working with the historical society and the Heritage Trust Fund to get the roof replaced and in having others look at the building it's been determined that it's time to build a new shelter. It's over 100 years old and there are too many issues so they're going to embark on a capital campaign within the year to double the space. Ms. Deugan spoke about the programs and services they provide within the community which includes shelter services, rural outreach services, and teen outreach services to name a few. She reviewed the budget information as well as the grants the organization receives. There's a concern that the Trump Administration may impact the funding for the Violence Against Women Act which is where a bulk of their funding comes from and if they lose that funding they will lose the entire program. They need three fulltime advocates to meet the demand for services and that would equate to a \$68,000 cost. They have been approached to open a shelter in Nampa that's specific to domestic violence. Last year 50% of those served were Nampa residents, although they were not referrals from Nampa Justice Center. Jennifer Harlan, an employee



with the Department of Health and Welfare, gave an accounting of her personal experience with Hope's Door as a victim of domestic abuse, and the services she received which had a positive impact on her life. Yvonne Baker spoke about mental health costs and how the \$1.3 million budget was recently reopened to infuse another \$850,000. Commissioner Rule said the funding the county provides to AAFV helps save tax dollars and he suggests the County approve a funding amount of up to \$80,000 in order to cover salaries and benefits for a new position. Commissioner White said it somewhat relates to public defense and an investment in this is a savings in other areas of the budget and she would like to have a discussion that looks at increasing funding. Director Baker asked to see a copy of AAFV's proposal and asked where their funding comes from. Ms. Deugan said they receive a state grant through the Idaho Council on Domestic Abuse and Sexual Assault and some small annual grants from the Idaho Coalition as well as grants through private foundations. The bulk of their funding comes from community support and fundraising. Director Baker said it seems as if AAFV takes on a lot in providing counselling services that may be offered by other community resources, such as the crime victims' compensation which provides services at no cost to the victim. Ms. Deugan said they are a community based program and spoke about how the referral process works and how AAFV gets involved. The meeting concluded at 11:46 a.m. An audio recording is on file in the Commissioners' Office.

#### FY2018 BUDGET MEETING FOR THE BOISE VALLEY ECONOMIC PARTNERSHIP

The Board met today at 2:11 p.m. to discuss the FY2018 budget meeting for Boise Valley Economic Partnership (BVEP). Present were: Commissioners Tom Dale, Pam White and Steve Rule, Controller Zach Wagoner, Clark Krause from Boise Valley Economic Partnership, Tina Wilson from Western Alliance for Economic Development, and Deputy Clerk Monica Reeves. Clerk Chris Yamamoto arrived at 2:18 p.m. BVEP is a regional economic development agency that tries to help the cities and the counties from Mountain Home to Caldwell to bring in business, and if there are rural opportunities they will help with those as well. Mr. Krause reported on the projects BVEP has been working on. Tina Wilson spoke about her working relationship with BVEP and how she represents Canyon County through their working group committee which has helped her stay in tune with economic development needs and trends across the Treasure Valley. BVEP has given her direct assistance on two projects and she asked the Board to continue offering financial support to them. Ms. Wilson said the Western Alliance for Economic Development (WAED) has lost financial support from the cities of Homedale and Marsing and the anticipated shortfall will result in a reduction of working hours and a subsequent reduction in her salary and so it is very important to have BVEP as a resource. Mr. Krause said if it becomes a point where the Board can only give funding to one organization he will defer to the WAED and he will continue to have Ms. Wilson at the table. Last year the County's contribution was \$5,000 and they would like the funding amount increased to \$10,000 (as stated in their letter) but given the circumstances they will only ask for \$5,000 because he doesn't want to impair what the Board can do for Ms. Wilson. The meeting concluded at 2:23 p.m. An audio recording is on file in the Commissioners' Office.

## FY2018 BUDGET MEETING FOR THE RETIRED SENIOR VOLUNTEER PROGRAM/JANNUS

The Board met today at 2:11 p.m. to discuss the FY208 budget meeting for Boise Valley Economic Partnership. Present were: Commissioners Tom Dale and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, Kristin Tracy and Alex McNish from Jannus/RSVP, and Deputy Clerk Monica Reeves. RSVP is requesting \$15,000 in County funding and they would like the flexibility to utilize the funding amongst the RSVP, the Foster Grandparent Program, and the Legacy Corp programs. As the landscape has changed politically they have a tough road ahead for FY2018 because in the President's budget they are zeroed out but they are doing a lot of a groundwork to make sure Congress is aware of the programs so they will hopefully stay funded. Commissioner Dale asked if we have to stipulate which organization the funding supports. Mr. Wagoner said it's not something we have to stipulate and it's very appropriate where they are communicating their intent in how they anticipate using the funds. Commissioner Dale said the organization can use the funding where it's needed. Mr. Wagoner said the FY2017 amount of \$15,000 has not yet been paid so he encouraged Ms. Tracy to submit an invoice so we can get it paid. The meeting concluded at 2:45 p.m. An audio recording is on file in the Commissioners' Office.

NINETEENTH DAY OF THE APRIL TERM, A.D., 2017  
CALDWELL, IDAHO MAY 4, 2017

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

### APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Eric Eskew.

### APPROVED REVISED SEPTEMBER 2016 TERM COMMISSIONER PROCEEDINGS AND SYNOPSIS

The revised Minutes of the Fiscal Term of September 2016 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.

### INDIGENT MATTERS

The Board met today at 8:52 a.m. to consider indigent matters. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Indigent Hearing Generalist Kellie George, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to issue a final determination of denial for Case Nos. 2016-847 and 2016-778. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to approve Case Nos. 2016-1343 and 2016-1396. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to place Case No. 2017-429 in suspension awaiting the final decision of the resource. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to issue a final approval for Case No. 2017-520. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to issue a written approval within 30 days for Case No. 2017-434. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to approve Case No. 2017-362 with a written decision to be issued within 30 days. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to issue a final denial for Case No. 2017-355. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to issue a final denial for Case No. 2017-504. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to issue a denial in written form within the next 30 days for Case No. 2016-1675. The meeting concluded at 9:10 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NOS. 2017-104 AND 2017-105

The Board met today at 9:15 a.m. for a medical indigency hearing for Case Nos. 2017-104 and 2017-105. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Indigent Hearing Generalist Kellie George, Kellie Hobza from St. Luke's Regional Medical Center, Attorney Mark Peterson, the applicant, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to continue 2017-104 and 2017-105 to June 29, 2017 with the income used off the 2015 taxes. Commissioner Rule amended his motion to continue the hearing to July 27, 2017. The amendment was seconded by Commissioner White and carried unanimously. The hearing concluded at 9:20 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY MATTER

The Board met today at 9:27 a.m. to consider a medical indigency matter regarding Case No. 2017-484. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Indigent Hearing Generalist Kellie George, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to issue a final denial within

30 days for Case No. 2017-484. The proceeding concluded at 9:28 a.m. An audio recording is on file in the Commissioners' Office.

#### FISCAL YEAR 2018 BUDGET MEETING FOR SOUTHWEST DISTRICT HEALTH

The Board met today at 1:35 p.m. for a FY2018 budget meeting for Southwest District Health (SWDH). Present were: Commissioners Tom Dale and Pam White, Clerk Chris Yamamoto, Controller Zach Wagoner, Chief Deputy Clerk Drew Maffei, SWDH Director Nikole Zogg, SWDH Financial Manager Patty Foster, and Deputy Clerk Monica Reeves. Director Zogg said the district is proposing an operating budget of \$8,919,235 which is a 2.7% increase over last year, and their board has chosen to retire the debt of the Caldwell facility so the overall budget is \$9,342,235. The state appropriation amount is \$9,341,700, which is an increase of \$52,200 over last year and the increase to the district is \$7,800. In terms of county contributions the proposal includes a request for a 3% increase over last fiscal year. This year the district is requesting \$974,223 from the County. The district was awarded a foundation grant of up to \$125,000 to work on efforts to transfer the public health services and better serve the more rural areas of the district. They will work with BSU to assess the cultural norms of the different communities around health and understand where people are willing to change and what they could address in those areas. Director Zogg reviewed the scope of services they offer. They have been working to address competitive wages and offer ongoing salary increases. The legislature recommended a 3% merit-based increase and they have included that in their proposal. There is a 7% increase in employee health insurance premiums this year. The district contributes \$13,100 per employee per year for health insurance, which comes out to \$1,092 per month. (Canyon County increased its premium from \$623 to \$1,053 per employee per month.) Director Zogg said County contributions are calculated based on each county's population and taxable market value: Canyon County has seen a 2% increase from last fiscal year to this year and a 9.2% increase in taxable market value which is applied to the funding formula. For Canyon County that would be an increase of \$32,477 over last year. Commissioner Dale spoke about the discussions that have taken place regarding the conflict over the state appropriation distribution formula. Part of the conflict is based on the perception that the per capita rate is out of whack because some districts, like District 2, have a much higher per capita rate than Districts 3 and 4 for instance, and there are those who think it should be equal across the state. There will be a meeting with board members to try to fashion a response to the mediation that was held in March. They developed a formula that would offer a small adjustment although it doesn't change dramatically but it does equalize it a bit over time. Director Zogg said the formula that's in place doesn't account for any kind of growth, and our district is growing quite a bit and they consider that the need increases as growth increases but less than 1% of the current appropriation is based on any kind of need factor in terms of funding that comes to the district so the new formula that the trustees approved in March gives more weight to some of those need factors so over time they will see more growth than they would with the current formula. Patty Foster said the 2017 distribution was \$1,387,000 and with the new formula going into effect in FY2019 the distribution that year will be \$1,426,800 providing there is a 3% increase from the state. Commissioner White asked how District 2 ended up with so much. Commissioner Dale said it goes back to when they started doing health district funding and District 2 was able to do a much higher contribution from the counties. If Southwest District Health, as a whole, and all the counties were able to kick in \$1 million we

would gain more from the state which would then be reflective in that per capita number. Back in the 1970's District 2 was able to kick in a much higher number and they've kept pace with that so their county contribution is higher per capita than what ours is. Clerk Yamamoto asked if the district is adequately funded and whether they have a policy of what kind of fund balance they try to maintain. Director Zogg believes it is adequately funded, although she did speak about some transportation issues associated with people trying to get to their new facility after the closing of their Nampa and Caldwell facilities. Ms. Foster said they don't have a fund balance policy, but they do have board guidance. They have \$2.5 million in their operating account and they try to hold it right there and if they have excess funds or not enough funds the board gives direction on where to pull it or put it. No Board action was required or taken. The meeting concluded at 2:10 p.m. An audio recording is on file in the Commissioners' Office.

#### FISCAL YEAR 2018 BUDGET MEETING FOR THE WESTERN ALLIANCE FOR ECONOMIC DEVELOPMENT

The Board met today at 2:46 p.m. for the FY2018 budget meeting for the Western Alliance for Economic Development (WAED). Present were: Commissioners Tom Dale and Pam White, Clerk Chris Yamamoto, Controller Zach Wagoner, Deputy P.A. Brad Goodsell, DSD Director Tricia Nilsson, WAED Executive Director Tina Wilson, Steve Jett, Dave Lincoln, Mayor Nathan Leigh, and Deputy Clerk Monica Reeves. Director Wilson said the Western Alliance's funding request is the same as last year, \$22,000. They lost funding support from two cities and that's going to change the dynamics of the organization. She reviewed the "wins" in the last year which include job creation, business start-ups, business expansions and current projects. She also provided a record of the grants she's written since working for the alliance. (A complete list of the accomplishments is on file with this day's minute entry.) For 2016 the Development Services Department received nearly \$73,000 in permit fees on projects she's worked on. Commissioner Dale said the County is getting a high value per dollar and he'd like to increase the alliance's funding amount to \$25,000 to make up for some of the loss they've experienced. Commissioner White said the funding shortfall totals \$4,574.55 so she'd like to increase the amount to \$27,000 to cover it given the economic benefit the alliance brings forward. The Board signed a letter to the Idaho Department of Commerce regarding the rural economic development professional grant match, a copy of which is on file with this day's minute entry. The meeting concluded at 3:00 p.m. An audio recording is on file in the Commissioners' Office.

TWENTIETH DAY OF THE APRIL TERM, A.D., 2017  
CALDWELL, IDAHO MAY 5, 2017

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

#### APPROVED CLAIMS ORDER NO. 5-10-17

The Board of Commissioners approved payment of County claims in the amount of \$52,701.79, \$70,900.12, \$61,790.21 and \$87,236.60 for accounts payable.

#### CONSIDER REFUND RESOLUTIONS FOR JOHN PURTZER AND MIKE SCOTT POOLS

The Board met today at 9:06 a.m. to consider resolutions issuing refunds to John Purtzer and Mike Scott Pools. Present were: Commissioners Pam White and Steve Rule, and Deputy Clerk Monica Reeves. The Development Services Department is requesting a refund for Mr. Purtzer, who is no longer able to utilize his building permit, and a refund for Mike Scott Pools, who is no longer constructing a pool project. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to issue a refund to John Purtzer in the amount of \$2,679.40. (See Resolution No. 17-085.) Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to issue a refund to Mike Scott Pools in the amount of \$730.80. (See Resolution No. 17-084.) The meeting concluded at 9:07 a.m. An audio recording is on file in the Commissioners' Office.

#### DETENTION CENTER INSPECTION CONDUCTED

The Board conducted a quarterly inspection of the detention center. The Board evidenced proper care and security and the inmates' welfare throughout the facility. General grievances were filed and have been processed in accordance with standard procedures.

THE MINUTES OF THE FISCAL TERM OF APRIL 2017 WERE READ AND APPROVED AND FOUND TO BE A PROPER RECORD OF THE PROCEEDINGS OF THE BOARD OF CANYON COUNTY COMMISSIONERS, CANYON COUNTY IDAHO.

Approved by Commissioners Tom Dale, Pam White and Steve Rule Attest: Chris Yamamoto,  
Clerk, Jenen Ross, Deputy Clerk

Date: 06/27/17

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

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

APPROVED CLAIMS ORDER NO. 5-10-17

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

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

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

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

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

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



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

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

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

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

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

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

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

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

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

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

**DStretch Exhibit:** Exhibit is up at the museum and will run thru September 8<sup>th</sup>.

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

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

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

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

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

#### APPROVED SALARY RATE REQUEST

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

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

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

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

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

*Note for the record: As properly noticed the Board met today at 8:48 a.m. for a biweekly meeting with the Human Resources Director. A request was made to go into Executive Session to discuss personnel matters, records exempt from public disclosure and attorney-client communication. The Executive Session was held as follows:*

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

## LEGAL STAFF UPDATE

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

## MEETING WITH MARK STEHLIN TO DISCUSS PROPERTY TAX ISSUE

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

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

#### JAIL NEEDS AND CONCEPT DESIGN ANALYSIS PRESENTATION BY CARTER GOBLE LEE

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

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

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

Project and operational costs

- Success Stories

Reviewed recently implemented jail needs assessments

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

### **Question and Answer Phase:**

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

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

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

#### JAIL NEEDS AND CONCEPT DESIGN ANALYSIS PRESENTATION BY LCA ARCHITECTS

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

##### Qualifications:

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

##### Goals:

Determine jail bed needs

Explore all options to incarceration

Determine the most cost effective solutions for delivering services

##### Project:

Phase One - Planning process



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

Phase Two – Programming

- Determine the physical plant
- Sheriff's Office planning

Phase Three - Concept Design

Phase Four - Financial Analysis

- Capital Cost Analysis
- Operational Cost Analysis

Phase Five - Final Report

- Vision based on collaboration

Phase Six - Public Awareness Campaign

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

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

Clerk Yamamoto left at 2:23 p.m.

**Question and Answer Phase:**

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

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

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

#### JAIL NEEDS AND CONCEPT DESIGN ANALYSIS PRESENTATION BY DLR GROUP

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

The Team: Introductions

Who we Are?

Programing Process

Concept Plan Process

Finish Line: Outcome and Next Step

Why DLR Group

#### **Question and Answer Phase:**

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

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

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

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

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

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

APPROVED CLAIMS ORDER NO. 1716

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

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

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

APPROVED CATERING PERMIT

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

APPROVED CATERING PERMIT

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

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

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

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

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

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

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

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

***Legal Staff Update:***

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

*Note for the record: As properly noticed the Board met today at 10:15 a.m. for a legal staff update. A request was made to go into Executive Session to discuss records exempt from public disclosure and attorney-client communication. The Executive Session was held as follows:*

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

**INDIGENT DECISIONS**



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

#### COMMISSIONERS TO SUBMIT FY2018 BUDGET TO COUNTY CLERK

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

##### **Commissioners' budget:**

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

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

##### **General budget:**

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

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

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

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

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

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

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

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

#### APPROVED CLAIMS ORDER NO. 5-25-17

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

#### SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

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

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

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

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

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

***Legal staff update:***

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

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

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

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

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

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

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

#### ***Space planning and concept design:***

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

***Consultant's staff:***

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

***Statement of approach:***

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

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

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

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

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

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

##### **Justice fund:**

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

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

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

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

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

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

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

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

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

Commissioner White made a motion to go into Executive Session at 1:36 p.m. pursuant to Idaho Code, Section 74-206(1) (b). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Dale and White voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale and Pam White, DSD Director Tricia Nilsson and Deputy Clerk Jenen Ross. Brian Sheets arrived at 1:37 p.m. and left at 2:02 p.m. Rick Fried arrived at 2:03 p.m. and left at 2:30 p.m. John Carpenter arrived at 2:31 p.m. and left at 3:00 p.m. The Executive Session concluded at 3:03 p.m. with no decision being called for in open session.

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

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

Commissioners attended the District III Elected Officials meeting

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

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

APPROVED CLAIMS ORDER NO. 5-25-17

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

#### APPROVED CLAIMS ORDER NO. 5-12-17

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

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

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

#### APPROVED FEBRUARY 2017 TERM COMMISSIONER PROCEEDINGS AND SYNOPSIS

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

#### COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:31 a.m. for an office staff meeting. Present were: Commissioners Tom Dale and Pam White, PIO Joe Decker, Deputy Clerk Jenen Ross, Sr. Administrative Specialist Jamie Miller, and Deputy Clerk Monica Reeves. The Board reviewed this week's schedule with staff. Joe Decker reported on the following communication issues: The Idaho Statesman has talked to Fleet Director Mark Tolman about doing a story on drones (unmanned aerial systems) in law enforcement; an election will be held on Tuesday; he will attend an LEPC meeting on Wednesday; a media professor at the University of Idaho is doing a documentary on the Steven Nelson case; and he will meet with Amy Stahl from St. Luke's to talk about Region III mental health crisis issues. Commissioner White said Representative Youngblood talked to her about that and they want to have it outside the hospital somehow. Sometimes one midnight is all they are allowed but they may need a few days to get the person stabilize. This will come out during some of the needs assessment discussions about the possibility of having a crisis center connected to a medical facility in a new jail for possible use as a regional facility. Commissioner White has discussed this with Representative Christie Perry and she mentioned the possibility of sitting on a committee. Mr. Decker said the law enforcement memorial ceremony will be held Friday, and he spoke to Kevin Miller regarding an interview about flooding, which Lt. Schorzman can handle. They are supposed to increase flows of the Boise River by 600 cubic feet and that could impact us. There are approximately 50 boxes of the Canyon County History book and the Parks



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

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

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

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

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

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

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

*Note for the record: As properly noticed the Board met today at 9:19 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter, regarding acquisition of an interest in real property, and records exempt from public disclosure and attorney-client communication. The Executive Session was held as follows:*

Commissioner White made a motion to go into Executive Session at 9:19 a.m. pursuant to Idaho Code, Section 74-206(1) (a), (b), (c), and (d). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Pam White and Tom Dale, Deputy P.A. Mike Porter, Deputy P.A. Brad Goodsell and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:35 a.m. with no decision being called for in open session.

An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

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

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

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

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

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

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

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

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

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

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

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

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

APPROVED CLAIMS ORDER NO. 5-25-17

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

APPROVED CLAIMS ORDER NO. 5-19-17

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

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

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

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

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

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

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

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

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

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

Commissioner White made a motion to go into Executive Session at 2:03 p.m. pursuant to Idaho Code, Section 74-206(1) (b) and (f). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Dale and White voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale and Pam White, Public Defender Tera Harden, Chief Deputy Public Defender Krista Howard and Office Administrator Deepak Budwani. The Executive Session concluded at 3:26 p.m. with no decision being called for in open

session. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

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

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

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

#### CONSIDER INDIGENT DECISIONS

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

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



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

APPROVED CLAIMS ORDER NO. 5-25-17

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

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Krista Howard.

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

MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-496

The Board met today at 9:10 a.m. to conduct a medical indigency hearing for Case No. 2017-496. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Specialist Michelle Kidd, Hearing Generalist Kellie George, Customer Service Specialist Amy Brown, Attorney Mark Peterson, Kassi Daugherty from St. Luke's Regional Medical Center, the applicant, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner

White, the Board voted unanimously to continue the hearing to July 13, 2017. The hearing concluded at 9:31 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-643

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

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-551

The Board met today at 10:01 a.m. to conduct a medical indigency hearing for Case No. 2017-551. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Hearing Specialist Michelle Kidd, Hearing Generalist Kellie George, Customer Service Specialist Amy Brown, Cassie Cacciopo from St. Alphonsus Regional Medical Center, the applicant, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to continue the hearing to June 15, 2017. The hearing concluded at 10:05 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-1705

The Board met today at 10:10 a.m. to conduct a medical indigency hearing for Case No. 2016-1705. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Hearing Specialist Michelle Kidd, Hearing Generalist Kellie George, Customer Service Specialist Amy Brown, Attorney Bryan Nickels, Stephen Deville from St. Alphonsus Regional Medical Center, and Deputy Clerk Monica Reeves. The applicant did not appear for today's hearing. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously uphold the denial and issue a written decision within 30 days. The hearing concluded at 10:19 a.m. An audio recording is on file in the Commissioners' Office.

#### INDIGENT MATTERS

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

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

#### LEGAL STAFF UPDATE

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

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

*A request was made to go into Executive Session to discuss a personnel matter, records exempt from public disclosure and attorney-client communication. The Executive Session was held as follows:*

Commissioner White made a motion to go into Executive Session at 10:49 a.m. pursuant to Idaho Code, Section 74-206(1) (b) and (d). The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy P.A. Sam Laugheed and Deputy

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

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

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

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

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

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

#### APPROVED CLAIMS ORDER NO. 5-25-17

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

#### APPROVED SALARY RATE REQUEST

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

#### FILE IN MINUTES

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

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

*Note for the record: As properly noticed the Board met today at 9:02 a.m. for a legal staff update. A request was made to go into Executive Session to discuss records exempt from public disclosure and attorney-client communication, communicate with legal counsel regarding pending/imminently likely litigation, and to communicate with the County's risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:*

Commissioner White made a motion to go into Executive Session at 9:02 a.m. pursuant to Idaho Code, Section 74-206(1) (d), (f) and (i). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:36 a.m. with no decision being called for in open session.

FY2018 BUDGET MEETING FOR THE CANYON COUNTY COMMUNITY CLINIC

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

CONSIDER SIGNING A RESOLUTION TO ASSIGN AN INTERIM CHIEF PUBLIC DEFENDER

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

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

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

#### SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

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

#### COMMISSIONERS OFFICE STAFF MEETING

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

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

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

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

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

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

#### MONTHLY ELECTED OFFICIALS' MEETING

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

### **County-wide Budget submissions**

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



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

### **Nampa City Prosecution Contract**

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

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

### **Progress of Needs Analysis and overall Justice Center plans**

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

### **Courthouse Security Project**

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

### **Elected Officials Salaries**

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

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

#### **Update on the Rec Yard Lid and Perimeter Fence**

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

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

#### **CANVASS MAY 16<sup>TH</sup> ELECTION**

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

#### **PUBLIC HEARING TO CONSIDER 2017 BUDGET ADJUSTMENTS**

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

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

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

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

### CONSIDER AGENDA ITEMS

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

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

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

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

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

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

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

No meetings were held today.

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

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

No meetings were held today.

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

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

#### APPROVED CLAIMS ORDER NO. 1717

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

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

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

## SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

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

## REVIEW 2017 CANYON COUNTY ASSESSED VALUES

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

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

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

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

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

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

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

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



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

APPROVED CLAIMS ORDER NO. 6-1-17

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

APPROVED CLAIMS ORDER NO. 6-9-17

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

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

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

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

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

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

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

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

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

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

*Director Navarro updated the Board on the following items:*

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

*Director Rast updated the Board on the following items:*

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

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

CONSIDER INDIGENT DECISIONS

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

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

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

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

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

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

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

#### FILE IN MINUTES

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

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

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

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

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

#### SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

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



### MEDICAL INDIGENCY DECISIONS

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

### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-517

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

### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-561

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

### MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-1477

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

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-137

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

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-564

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

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-586

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

### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-587

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

### CONSIDER MEDICAL INDIGENCY MATTERS

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

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

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

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

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

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

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

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

### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

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

### APPROVED KEY & SECURITY ACCESS REQUEST

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

### SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

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

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

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

#### APPROVED CLAIMS ORDER NO. 6-9-17

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

#### COMMISSIONERS OFFICE STAFF MEETING



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

#### WEST VALLEY HUMANE SOCIETY UPDATE WITH DENISE MCCLURE

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

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

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

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

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

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

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

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

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

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

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

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

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

No meetings were held today.

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

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

No meetings were held today.

APPROVED CLAIMS ORDER NO. 6-10-17

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

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

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

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

No meetings were held today.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

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

APPROVED CLAIMS ORDER NO. 1718

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

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

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

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

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

APPROVED CLAIMS ORDER NO. 6-26-17

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

APPROVED CLAIMS ORDER NO. 6-9-17

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

APPROVED PURCHASE ORDER



The Board approved the following purchase order(s):

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

#### SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

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

#### APPROVED MARCH 2017 TERM COMMISSIONER PROCEEDINGS AND SYNOPSIS

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

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

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

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

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

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

THE MINUTES OF THE FISCAL TERM OF MAY 2017 WERE READ AND APPROVED AND FOUND TO BE A PROPER RECORD OF THE PROCEEDINGS OF THE BOARD OF CANYON COUNTY COMMISSIONERS, CANYON COUNTY IDAHO. DATED THIS 17<sup>TH</sup> DAY OF AUGUST, 2017. APPROVED BY COMMISSIONERS STEVEN J. RULE AND TOM DALE; ATTEST: CHRIS YAMAMOTO, CLERK; J.ROSS, DEPUTY CLERK

FIRST DAY OF THE JUNE TERM, A.D., 2017  
CALDWELL, IDAHO JUNE 12, 2017

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

APPROVED CLAIMS ORDER NO. 7-25-17

The Board of Commissioners approved payment of County claims in the amount of \$71,876.66 and \$75,806.19 for accounts payable.

APPROVED CLAIMS ORDER NO. 6-13-17

The Board of Commissioners approved payment of County claims in the amount of \$28,766.87 for accounts payable.

APPROVED CLAIMS ORDER NO. 6-19-17

The Board of Commissioners approved payment of County claims in the amount of \$7,885.56 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Maximum Midrange Computer Spec. in the amount of \$3190.00 for the Sheriff's Office
- Caxton in the amount of \$3121.44 for the Prosecutor's Office

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:31 a.m. for an office staff meeting. Present were: Commissioners Tom Dale, Pam White and Steve Rule, PIO Joe Decker, Deputy Clerk Jenen Ross, Sr. Administrative Specialist Jamie Miller, and Deputy Clerk Monica Reeves. The Board reviewed this week's schedule with staff. Joe Decker reported on the following communication items: The household hazardous waste event was held this past weekend and he estimates 2,000-2,500 vehicles were there, and it went much quicker than last year; KBOI talking points; Kevin Miller will be hosting his radio show from Team Mazda Subaru and Commissioners Dale and Rule as well as Prosecutor Taylor will be on the program; a University of Idaho documentary filmmaker is doing a documentary on the Steven Nelson case; Mr. Decker was asked if a crosswalk could be painted for the new parking lot located

next to the facilities building; and the Parks' booking project is nearly completed on the website. The meeting concluded at 8:45 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE AND CONSIDER ENTERTAINMENT CONTRACT FOR THE 2017 CANYON COUNTY FAIR WITH TYLER MESSINA – REPTILE ADVENTURES

The Board met today at 9:00 a.m. for a legal staff update and to consider signing an entertainment contract for the 2017 Canyon County Fair with Tyler Messina – Reptile Adventures. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley, Deputy P.A. Brad Goodsell, Fair Director Diana Sinner, and Deputy Clerk Monica Reeves. Zach Wesley said this is a renewal of our standard form agreement and it requires the contractor to indemnify the County and carry the regular amount of insurance. Diana Sinner said it's a stage show that brings in a variety of reptiles. No poisonous reptiles will be handled. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the entertainment contract for the 2017 Canyon County Fair with Tyler Messina – Reptile Adventures (See Agreement No. 17-051.) Ms. Sinner left at 9:04 a.m. As part of the legal staff update Commissioner Dale said at a recent Commissioners and Clerks conference Attorney Jerry Mason gave a presentation on public hearings and the recommendation that all counties have a resolution that specifies procedures for public hearings. The body of proof rests on the applicant and they should go first and then staff should fill in any holes the Board needs to hear, but Canyon County's practice has been to let DSD go first and they state the case for the applicant. Oftentimes somebody on the opposing side will say staff has made the point for the applicant and so in order avoid that the applicant needs to state their case. Zach Wesley said from a land use perspective it's a great idea and it's something he thought the Board had reduced to writing, but maybe that hasn't been done. He said they join in the recommendation to have that in writing and this is a good place to start so he will talk to Sam Laugheed about it and they will look at the draft and make some comments. Commissioner Dale said another point was made about not requiring those who wish to testify to include their addresses, but rather just their city and state on the sign-in sheets. He also informed Mr. Wesley that the Board received a letter from the City of Caldwell asking us to go with the city on addressing new developments in the impact area. Some time ago Canyon County turned addressing over to the city for impact area developments and they are saying that's not working well for them and if we are agreeable the city would like to present an ordinance that would change a portion of the city code to remove any references to addressing within the impact area. The ordinance would be timed to coincide with a similar ordinance removing similar references from County code which would put the responsibility back on our Development Services Department to create the addresses of new properties that are in the impact area but outside of the city. Mr. Wesley is aware of the issue and said the city has been in contact with DSD Director Tricia Nilsson, who thinks it is a good idea and is already working on the County side of it. As part of the legal staff update, the Board went into Executive Session as follows:

EXECUTIVE SESSION – ACQUISITION OF AN INTEREST IN REAL PROPERTY,  
RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT  
COMMUNICATION, AND COMMUNICATE WITH RISK MANAGER REGARDING  
PENDING/IMMINENTLY LIKELY CLAIMS

Commissioner White made a motion to go into Executive Session at 9:19 a.m. pursuant to Idaho Code, Section 74-206(1) (d) and (i) to discuss records exempt from public disclosure and attorney-client communication, and to communicate with the County's risk manager regarding pending/imminently likely claims. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule, White, and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. The Executive Session concluded at 10:03 a.m., and while on the record Commissioner Dale said the Board discussed matters pursuant to Idaho Code, Section 74-206(1) (d) and (i), as well as (c), an interest real property. No decisions were called for in open session. The meeting concluded at 10:03 a.m.

An audio recording of the open portion of the discussion is on file in the Commissioners' Office.

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

The Board met today at 10:07 a.m. for a monthly meeting with the Director of Development Services to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson and Deputy Clerk Jenen Ross. Director Nilsson updated the Board on the following items: In May they did \$220,000 in permit revenue. Plan review is being done as quickly as possible; they are trying to keep the turnaround time to 4 weeks or less. There is a public hearing on Friday for a conditional rezone that may be somewhat contentious. Commissioner Rule has some concerns with some of the language used by P&Z and wanted to confirm it was accurate. Ms. Nilsson does not have any concerns with the language that was used. There is a conditional use permit coming up for Owyhee Produce and Ms. Nilsson plans to attend the highway district meeting tomorrow night because there are some conditions they want to put on and she doesn't feel that the sense of urgency in getting this permit moving forward is shared by the highway district. Director Nilsson would like to work with Ada County and the two flood control districts to get some aerial photos of the flood waters; she anticipates the cost being about \$1000 which she has available in her budget. Commissioner Rule feels like pressure needs to be put on the Corp. of Engineers to allow channel management and the flooding needs to be managed such as allowing obstructions below bridges or other places in the channels to be cleaned out which would eliminate a lot of pressure and flooding upstream. Once the flood waters recede the damage will need to be assessed. Recently a constituent contacted Commissioner Rule because he was frustrated with the highway district although happy with DSD; there is a provision in the code that requires a 70ft. setback from a section line for a future road. There is a section line that runs on his western boundary of his property but there will never be a future road there. Director Nilsson said they are not going to put a setback on every section line as it's not always necessary. This issue will be addressed with a revision to the ordinance. She brought to the Board's attention that there are projects in the COMPASS TIP (Regional

Transportation Improvement Program) that do not meet the qualifications to be there. The rule for a project to be in the TIP is that they have to be federally funded or regionally significant for air quality. She feels as though these projects are setting a dangerous precedent as they take away the Board's discretion later; she feels there needs to be some kind of disclaimer on these sorts of projects. Commissioner Rule asked Ms. Nilsson to put her COMPASS recommendation in writing. The meeting concluded at 10:24 a.m. An audio recording is on file in the Commissioners' Office.

#### QUARTERLY MEETING WITH THE WEED CONTROL SUPERINTENDENT AND GOPHER DISTRICT DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 10:25 a.m. for a quarterly meeting with the Weed Control Superintendent and Gopher District Director to discuss general issues, set policy, and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Jim Martell and Deputy Clerk Jenen Ross. Mr. Martell updated the Board on the following items: To date they have sent out invoices totaling \$38,466.00 in weed and \$3,696.00 in pest. \$14,289.00 has been paid out in gopher bounty and they are currently at 52% of their annual budget. 175 owl boxes have been put up with 16 still remaining. He recently saw a spot on the interstate with 10-12 year old scotch thistle, he is concerned with these seedlings he will not be able to catch up to it and his last 15 years of spraying scotch thistle has been negated. Mr. Martell would like to bring on another person to help get an upper hand and training on weed control since him and Roger Tish will be leaving within 2 years. There would be no need to open the budget if a new person is brought on to the pest district. He does not like hiring seasonal help and would prefer to get employees on board for succession planning. The Board is okay will adding an additional employee. The meeting concluded at 10:41. No audio recording of the meeting is available due to a glitch in which the system did not record.

#### SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for El Cafetal Colombian Restaurant LLC dba El Cafetal (see resolution no. 17-130)

#### PUBLIC HEARING REQUEST BY JACE DAVIS FOR A CONDITIONAL REZONE, CASE NO. PH2017-6

The Board met today at 11:02 a.m. to conduct a public hearing in the matter of a request by Jace Davis for a conditional rezone located at 26550 Upper Pleasant Ridge Road, Case No. PH2017-6. The subject property is located at 26550 Upper Pleasant Ridge Road, Wilder, Idaho, in a portion of the SW ¼ of Section 27, T4N, R4W, BM, Canyon County, Idaho. Present were: Commissioners Tom Dale, Pam White, and Steve Rule, DSD Director Tricia Nilsson, DSD Planner Jennifer Almeida, Jace Davis, and Deputy Clerk Monica Reeves. Jennifer Almeida gave the oral staff report. The applicant is requesting a conditional

rezone of approximately 28.02 acres from an “A” (Agricultural) Zone to a “CR-R-R” (Conditional Rezone-Rural Residential) zone. With the development agreement the property would be restricted to those two parcels. The conditional rezone would allow for the development of a 4-acre parcel which contains the existing residence and a 24-acre parcel would be limited to a residential home site, and no further divisions of the 24-acre parcel are proposed. The P&Z commission recommended approval of the conditional rezone and development agreement on May 4, 2017. Staff is also recommending approval of the conditional rezone and development agreement. Jace Davis testified in favor of the request. His family is growing and they want to build their dream home on the site. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to close public testimony. Commissioner Dale said the request fits in with the design of the area; he has seen no objections, and the P&Z Commission recommended approval so he believes it is a good use for the ground. Commissioner White made a motion to approve the conditional rezone request and the development agreement with the conditions as listed. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule, White, and Dale voting in favor of the motion which carried unanimously. (See Agreement No. 17-052.) Commissioner Rule made a motion to approve the Findings of Fact, Conclusions of Law and Conditions of Approval. The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White, and Dale voting in favor of the motion which carried unanimously. Commissioner White made a motion to approve the ordinance directing amendments to the Canyon County Zoning Map. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule, White, and Dale voting in favor of the motion which carried unanimously. (See Ordinance No. 17-006.) The hearing concluded at 11:08 a.m. An audio recording is on file in the Commissioners’ Office.

#### MEETING WITH THE COUNTY AGENT TO DISCUSS GENERAL ISSUES

The Board met today at 1:47 p.m. for a meeting with the County Agent to discuss general issues. Present were: Commissioners Tom Dale, Pam White and Steve Rule, County Agent Jerry Neufeld, Horticulture Educator Rich Guggenheim and Deputy Clerk Jenen Ross. Mr. Neufeld updated the Board on the following items: Samantha Graff, who is the livestock educator, has resigned; the university intends to re-hire for that position. Their office is busy getting ready for the fair. A fair assistant will be brought on soon; they are in the process of conducting interviews. Commissioner Dale said it’s been brought to his attention that the county has not been following the 4-H rules and regulations in regards to selling animals. Mr. Neufeld feels this issue will probably be looked at after next year’s fair. Commissioner Dale said his understanding is that the selling of animals was never intended to be a big money making venture for college funds but designed to teach kids about the care and upkeep of animals along with some of the bookkeeping skills. The IT department is in the process of switching their office over to Windows 10. There was recently an issue in regards to signage in the back of the building for handicap parking; the facilities department is assisting in making their office more compliant. Mr. Guggenheim gave a review of the things that have happened over the last year in horticulture and current



items they are working on. The meeting concluded at 2:09 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 2:20 p.m. for a monthly meeting with the Parks Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Parks Director Nicki Schwend and Deputy Clerk Jenen Ross. Ms. Schwend updated the Board on the following items:

*Staff updates:* Betty Mallorca, who was the exhibition curator, has given her notice; once they have filled some of the other open positions Ms. Schwend will look at re-hiring for this position. Joel Barroso has returned to light duty work. On Thursday they will be interviewing 6 candidates for the programs manager position and on June 16<sup>th</sup> they will be interviewing 4 candidates for the parks technician position. Ms. Schwend is continuing to work with the PA's office to formalize a camp host agreement with Lori Berry. Ms. Berry will live in her motorhome at Celebration Park in exchange for electricity. The agreement will line-out exactly what the responsibilities are between being a park technician and the camp host.

*Trash and Storage at Celebration Park:* Nicki and Kathy have worked with Mr. and Mrs. Vastine about putting a storage container and dumpster on their property which is close in proximity to the park and more accessible to the parks vs. driving to the dump. Ms. Schwend will work with the PA's office to create an agreement for this arrangement.

*Well project:* Deputy PA David Eames has put out another invitation for bids, if this invitation doesn't work then they will look to extend the deadline possibly into the fall when business slows down. If there are still no interested parties they will look at extending the well at the visitor center which will require an 1100 ft. trench.

*Idaho Fish and Game coordination meeting:* Several park employees recently met with IDFG regarding the MOU with Wilson Ponds and Martin Landing. In regards to Wilson Ponds they would really just like the parks department to continue what they've been doing such as garbage pick-up, weeding, trimming and removing of brush. IDFG will continue to pay for the pumping of the restrooms and the toilet paper. In regards to Martin Landing, there have been some issues with "homesteaders" and they are pursuing the idea of closing that facility during the winter months. A couple of solutions being considered are swinging-arm style gates and possibly a user-fee system for overnight camping. The Board has requested a tour of Martin Landing once it's a little drier.

*Archaeology Month:* May was Archaeology Month and several events were held including a Vintage Auto Fun Run which raised \$2400 for the Melba Senior Center; BLM Archaeologist, Dean Shaw, brought in some prehistoric and fur trade replicas and gave a demonstration on brain tanning; Creator of D-Stretch, Jon and Sheila Harmon, visited the museum and

toured Wees Bar. BSU Archaeology Field School spent a week at Celebration Park doing some hands-on training.

*Meridian Rendezvous:* This event happened on May 19<sup>th</sup> with approximately 3500 4<sup>th</sup> grade students taking part. As a thank you they donated \$300 to the bus scholarship program.

*ISHS Volunteer Luncheon:* The Parks department was recently invited to a luncheon with the Idaho State Historic Society and were able to tour the renovated Shirt Factory Event Center.

*Plaque presented to Tom Bicak:* The Boy Scouts recently presented a plaque to Tom Bicak for all the work he's done with that organization.

*Lake Lowell Fieldtrips:* This year the program was increased from 4 weeks to 5 and the schedule is already full for next year.

*Site issues:* They are working each week to keep up with the grass growth at Martin Landing. Some signage at Celebration Park needs to be replaced due to wear and tear; additionally they are going to look at adding some signs leading people to Celebration Park to help with people getting lost. There are also some repairs that need to be done along the river and to dock accesses. The pump station at Ward Memorial Park needed some new electrical run to it but when they trenched it went thru 9 sprinkler systems so Rodney Tuttle spent a weekend repairing that.

Ms. Schwend finished by letting the Board know about the next Historic Preservation Commission meeting, road repairs scheduled to be done around Lake Lowell, the NCA Anniversary schedule and accounting of the SWID RC&D.

The meeting concluded at 2:51 p.m. An audio recording is on file in the Commissioners' Office.

#### PUBLIC HEARING REQUEST BY DEBRA JANTZI FOR A CONDITIONAL REZONE, CASE NO. PH2017-9

The Board met today at 3:01 p.m. to conduct a public hearing in the matter of a request by Debra Jantzi for a conditional rezone of approximately 11 acres of an approximate 52.76 acre parcel from an "A" (Agricultural) Zone to an "R-R" (Rural Residential) Zone. A development agreement is also included as part of this request. The subject property (Parcel No. R39372) is located at 31228 Hwy 95, Parma, ID 83660. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, DSD Planner Jennifer Almeida, Debra Jantzi, and Deputy Clerk Monica Reeves. Jennifer Almeida gave the oral staff report. The request will allow the applicant to rezone a portion of the property to allow for a residential home site and the development agreement will limit the development of the parcel to only that one home site on 11 acres. The applicant is restricting development through the development agreement and the proposed acreage of the parcel may still qualify for an

agricultural exemption and would still meet the intent of agriculture. The proposed 11-acre parcel is located within the portion of the property that is not prime farm land. The P&Z Commission recommended approval of the conditional rezone and development agreement on May 4, 2017. Staff is also recommending approval of the conditional rezone and development agreement. Debra Jantzi testified in favor of her application. She has friends who are interested in buying the property and building a home. She has a small goat dairy and she doesn't use it other than to run dry stock on it, and she said due to the shape of the property you would have to put a lot of money into if you wanted to farm it. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to close public testimony. Commissioner White made a motion to approve the conditional rezone and development agreement with the conditions as listed. (See Agreement No. 17-053.) The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule, White, and Dale voting in favor of the motion which carried unanimously. Commissioner Rule made a motion to sign the ordinance directing amendments to the Canyon County Zoning Map, (see Ordinance No. 17-007) and to approve the findings of fact and conclusions of law. The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White, and Dale voting in favor of the motion which carried unanimously. The hearing concluded 3:08 p.m. An audio recording is on file in the Commissioners' Office.

SECOND DAY OF THE JUNE TERM, A.D., 2017  
CALDWELL, IDAHO JUNE 13, 2017

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

APPROVED CLAIMS ORDER NO. 7-25-17

The Board of Commissioners approved payment of County claims in the amount of \$59,439.79 and \$48,702.63 for accounts payable.

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

The Board met today at 8:33 a.m. for a biweekly meeting with the Directors of Facilities and IT to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Facilities Director Paul Navarro, IT Director Greg Rast, Assistant IT Director Eric Jensen and Deputy Clerk Jenen Ross.

*Director Rast updated the Board on the following items:*

The new evaluation program will be completed today with the first round of evaluations done for his department.

The Business Analyst position is out to market as Don Brown will be retiring on July 14<sup>th</sup>.

The print shop order portion of the employee website is up and running. Mr. Rast gave a breakdown of Microsoft licenses; over the past 3 years the county has had a 33% increase in licenses, this also includes some catch-up for licenses that weren't current. A PO will be coming to the Board for the Microsoft Assurance program which essentially allows the county to lease software giving the opportunity to upgrade whenever there are new releases. Director Rast said his current budget will accommodate this cost.

The IT department has a total of 93 projects in the works beyond the daily service desk issues. Mr. Rast gave a review of the flow of projects and how they work their way thru.

Commissioner Rule asked about budget, Director Rast said the A side will be increased due to additional employees and the B side has increased about \$152,000 due to the replacement of the Nortel phones project and the Microsoft agreement.

*Director Navarro updated the Board on the following items:*

Landscaping at the fairgrounds is being finished this week. They are working to build a new ticket booth as the previous one fell apart when they tried to move it and it was beyond repair. Gable ends on the fair buildings are being completed. The Eagle Scouts worked on a project at the DMV last weekend and will be coming out on July 1<sup>st</sup> to paint the staircase on the outside of the fair building, the staircase on the inside, all the new doors that were installed and several other areas. His department will be starting on June 26<sup>th</sup> to complete the pre-fair activities such as erecting pens, building show arenas and repairing animal barns.

Director Navarro has been working on completing PO's for Board approval to start on the four courtroom remodels. He believes the cost will be approximately \$10,000 for each courtroom not including carpet or audio/visual. Commissioner Rule asked if the state is helping with the funding. Mr. Navarro stated that Judge Ford would like to approach the state but there is no real answer yet. Commissioner Rule said he will not be able to support these expenditures this year. Director Navarro and Director Rast will be spending some time in Judge Ford's courtroom this week trying to determine the best course of action for the remodels.

The IT data center has a new floor and baseboard and HVAC system; the storefront window is on its way from out of state.

The meeting concluded at 9:03 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 9:36 a.m. for a biweekly meeting with the HR director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, HR Director Sue Baumgart, Deputy P.A. Zach Wesley (left at 9:47 a.m.) and Deputy Clerk Jenen Ross. Direct Baumgart updated the Board on the following items: She has met with the Clerk's Office to discuss the management of the Language Line service. The Sheriff's Office currently has a contract with Language Line to provide translation services under the Title VI requirement. Ms. Baumgart would like to have another agreement in place to cover the rest of the county offices. There would not need a bid process as the expense is minimal. This service provides language translation for many different languages. Since the Sheriff's Office already has a contract in place there would just be a set-up fee for general county use and then each department would be billed individually for use. Commissioner Dale said he likes the idea of the service. Commissioner Rule asked what kinds of problems the county is having now in not having this service available. Ms. Baumgart explained that at this time there really aren't any issues but front-line, customer service staff sometimes have communication issues with walk-in public. Additionally, it is part of the Title VI regulations which will require interpretive services for public organizations. Commissioner Rule would like to see referrals from other counties or cities that are using the service. Commissioner White asked Director Baumgart to check with the Department of Health and Welfare to see what service they're using. Ms. Baumgart continued her meeting letting the Board know that Nicole Ahlstrom is continuing to work on the wellness program and that she has recently met with individuals from the City of Nampa to discuss their wellness program. They are planning to have 2 wellness fairs in October with county vendors so employees can make educated choices before open enrollment. The meeting concluded at 9:50 a.m. An audio recording is available in the Commissioners' Office.

#### FILE IN MINUTES

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

#### EXECUTIVE SESSION TO CONSIDER PERSONNEL MATTER PURSUANT TO IDAHO CODE, SECTION 74-206(1)(A) AND (D): INTERVIEW AND CANDIDATE EVALUATION FOR THE PLANNING & ZONING COMMISSION

Commissioner White made a motion to go into Executive Session at 2:33 p.m. pursuant to Idaho Code, Section 74-206(1) (a) and (d) to interview and evaluate a candidate for the Planning and Zoning Commission. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule, White, and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White, and Steve Rule, Rob Sturgill, and Deputy Clerk Monica Reeves. Commissioner White left at 3:10 p.m. Mr. Sturgill left at 3:20 p.m. The Executive Session concluded at 3:36 p.m. with no decision being called for in open session.

THIRD DAY OF THE JUNE TERM, A.D., 2017  
CALDWELL, IDAHO JUNE 14, 2017

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

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Idaho Tower Construction Company in the amount of \$3700.00 for the Information Technology department

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

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

#### APPROVED CLAIMS ORDER NO. 6-26-17

The Board of Commissioners approved payment of County claims in the amount of \$77,117.90 and \$158,237.09 for accounts payable.

#### CONSIDER INDIGENT DECISIONS

The Board met today at 8:48 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale and Steve Rule, Hearing Generalist Kellie George, Customer Service Specialist Robin Sneegas, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to initial determinations of denial for the following cases: Case Nos. 2017-1036, 2017-1026, 2017-0978, 2017-1031, 2017-1116, 2017-0987, 2017-1039, 2017-0965, 2017-1030, 2017-1141, 2017-1115, 2017-1152, 2017-1142, 2017-0998, 2017-0990, 2017-1181, 2017-1035, 2017-1186, 2017-0995, 2017-0996, 2017-1172, 2017-1051, 2017-1044, 2017-1038, 2017-1020, 2017-1120, 2017-1032, 2017-1033, 2017-1028, 2017-1162, and 2017-0997. The meeting concluded 8:50 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING INDEPENDENT CONTRACTOR AGREEMENT FOR COURT INTERPRETERS WITH EVA BLASKO; PLANNING & ZONING COMMISSION CANDIDATE REVIEW AND APPOINTMENT; AND LEGAL STAFF UPDATE

The Board met today at 10:03 a.m. to consider signing an independent contract agreement for Court interpreters with Eva Blasko, and to consider a Planning and Zoning Commission candidate review and appointment, and to have a legal staff update. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Allen Shoff, Deputy P.A. Zach Wesley, Deputy P.A. Brad Goodsell, Chief Deputy Clerk Drew Maffei, Executive Administrator Taryn Peterson, Treasurer Tracie Lloyd, Deputy Treasurer Tonya Weyand, Assessor Brian Stender, Chief Deputy Assessor Joe Cox, Jennifer Loutzenhiser from the Assessor's Office, and Deputy Clerk Monica Reeves. The items were considered as follows:

***Consider independent contract agreement for Court interpreters with Eva Blasko:*** Allen Shoff said this is the first of what will be a series of standardized independent contractor agreements with court interpreters. Taryn Peterson explained the process she uses which includes requesting the contractor's resume and certification level. This interpreter happens to be from out-of-state, we don't have any Hungarian court-certified interpreters in state. It's a one year term with automatic renewals. The rate is \$60 an hour. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the independent contract agreement for Court interpreters with Eva Blasko. (See Agreement No. 17-054.)

***Consider Planning and Zoning Commission candidate review and appointment:*** Commissioner Rule said not very often do we have a number of really good applicants from one area but this was one of those times where the candidates were equally qualified, other than one has lived here a long time. He would like to appoint Rick Fried to the vacant position, and, he would like to find a spot for the other candidate as well. Commissioner Dale agreed and said Mr. Fried is very involved in the community and based on that he is a little more qualified for the position. Commissioner White has known Mr. Fried for years and said he is an outstanding individual. She was also impressed by the other candidate, Mr. Sturgill as well. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to appoint Rick Fried to the vacated P&Z Commission position for the remainder of this term which will expire December 1, 2018. (See Resolution No. 17-131.)

EXECUTIVE SESSION – PERSONNEL MATTER, RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

*Note for the record: As properly noticed the Board met today at 10:12 a.m. for a legal staff update. A request was made to go into Executive Session to discuss records exempt from public disclosure and attorney-client communication, and to communicate with the County's risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:*

Commissioner White made a motion to go into Executive Session at 10:12 a.m. pursuant to Idaho Code, Section 74-206(1) (d) and (i). The motion was seconded by Commissioner

Rule. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Allen Shoff, Deputy P.A. Zach Wesley, Deputy P.A. Brad Goodsell, Treasurer Tracie Lloyd, Deputy Treasurer Tonya Weyand, Assessor Brian Stender, Chief Deputy Assessor Joe Cox, Jennifer Loutzenhiser from the Assessor's Office, and Deputy Clerk Monica Reeves. The Executive Session concluded at 10:27 a.m. with no decision being called for in open session.

An audio recording of the open portion of the discussion is on file in the Commissioners' Office.

#### REVIEW AND DISCUSS EMPLOYEE STATUS CHANGE PROCEDURE

The Board met today at 10:34 a.m. to review and discuss employee status change procedure. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Allen Shoff, HR Director Sue Baumgart, Controller Zach Wagoner, IT Director Greg Rast, and Deputy Clerk Monica Reeves. Allen Shoff said this is a ministerial update and there's nothing for the Board to sign, it's to give an update of what offices/departments are doing. There are a lot of moving parts whenever there's a status change with employees and so the idea was to get the elected officials and department administrators together and make a single procedure they can follow to move through it quickly and one of the primary ways is the email distribution list that gets forwarded to the right people so things get done in a much more efficient and timely manner. Greg Rast said there wasn't a procedure so he approached the Sheriff's Office about their process for onboarding and off-boarding when employees begin or are terminated from employment. He and HR worked on a process and then they involved the PA's Office and Auditing. Sue Baumgart said sometimes employee status change notices are sent only to IT and HR would find out about it later, but with this new procedure everybody will be notified at the same time. Once they have buy-in from the Board they will go back to the elected officials and get their support and come back for a final decision. Commissioner Dale asked if this needs to be implemented through a resolution or policy adoption by the Board so there's some formality to it. Mr. Shoff said it's an informal agreement that is a memory aid, not a binding decision or resolution, and they'd prefer not to make it a binding decision of any sort to avoid setting legal precedents, setting policies. Commissioner Dale would like to see some agreement that says the elected officials like it. Director Baumgart said it's more a guide rather than something they have to use; they can't make them use the distribution list, but it is preferable. Zach Wagoner said the idea would be to create something that's beneficial and of value and they would want to use. Commissioner Rule has no problem with the distribution list concept, but the definitions need a lot of work because they are too general; the Board does not govern the other elected officials' offices. Director Baumgart said they can look at the definition section and decide if it needs to be in there. The meeting concluded at 10:50 a.m. An audio recording is on file in the Commissioners' Office.



FOURTH DAY OF THE JUNE TERM, A.D., 2017  
CALDWELL, IDAHO JUNE 15, 2017

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

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Pavement Specialties of Idaho in the amount of \$7227.31 for the Facilities department

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

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

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-649

The Board met today at 9:04 a.m. to conduct a medical indigency hearing for Case No. 2017-649. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Brad Goodsell, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Attorney Mark Peterson, the applicant, via conference call, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to issue a final approval with a written decision to be issued within 30 days. The hearing concluded at 9:24 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-643

The Board met today at 9:31 a.m. to conduct a medical indigency hearing for Case No. 2017-643. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Brad Goodsell, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Stephen DeVille from Saint Alphonsus Regional Medical Center, the applicant, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to issue a final approval for Case No. 2017-643 with a written decision to be issued within 30 days. The hearing concluded at 9:35 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-683

The Board met today at 9:44 a.m. to conduct a medical indigency hearing for Case No. 2017-683. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Brad Goodsell, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Attorney Mark Peterson, Flyer Seabrook from St. Luke's Regional Medical Center, the applicant's wife, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to continue Case No. 2017-683 to August 24, 2017. The hearing concluded at 9:58 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-346

The Board met today at 10:04 a.m. to conduct a medical indigency hearing for Case No. 2016-346. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Brad Goodsell, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Attorney Bryan Nickels, Timothy Ryan from Saint Alphonsus Regional Medical Center, and Deputy Clerk Monica Reeves. The applicant did not appear for the hearing. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to issue a final denial with a written decision to be issued within 30 days for Case No. 2016-346. The hearing concluded at 10:19 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-557

The Board met today at 10:21 a.m. to conduct a medical indigency hearing for Case No. 2017-557. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Brad Goodsell, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Timothy Ryan from Saint Alphonsus Regional Medical Center, the applicant, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to continue Case No. 2017-557 to December 14, 2017. The hearing concluded at 10:29 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-615

The Board met today at 10:33 a.m. to conduct a medical indigency hearing for Case No. 2017-615. Present were: Commissioners Tom Dale and Pam White, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Stephen DeVille from Saint Alphonsus Regional Medical Center, the applicant, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to issue a final approval with a written decision to be issued within 30 days for Case No. 2017-615. The hearing concluded at 10:36 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-551

The Board met today at 10:37 a.m. to conduct a medical indigency hearing for Case No. 2017-551. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Brad Goodsell, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Timothy Ryan from Saint Alphonsus Regional Medical Center, the applicant, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to continue Case No. 2017-551 to August 10, 2017. The hearing concluded at 10:42 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-617

The Board met today at 10:44 a.m. to conduct a medical indigency hearing for Case No. 2017-617. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Brad Goodsell, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Timothy Ryan from Saint Alphonsus Regional Medical Center, the applicant, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to continue Case No. 2017-617 to December 14, 2017. The hearing concluded at 10:49 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-447

The Board met today at 10:51 a.m. to conduct a medical indigency hearing for Case No. 2017-447. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Brad Goodsell, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Timothy Ryan from Saint Alphonsus Regional Medical Center, the applicant, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to issue a final denial for Case No. 2017-447 with a written decision to be issued within 30 days. The hearing concluded at 10:55 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-637

The Board met today at 10:58 a.m. to conduct a medical indigency hearing for Case No. 2017-637. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Brad Goodsell, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, the applicant and his wife, and Deputy Clerk Monica Reeves. The hospital representative did not appear for the hearing. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to issue a final denial for Case No. 2017-637 with a written decision to be issued within 30 days. The hearing concluded at 11:01 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-590

The Board met today at 11:06 a.m. to conduct a medical indigency hearing for Case No. 2017-590. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Brad Goodsell, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Attorney Bryan Nickels, Stephen DeVille from Saint Alphonsus Regional Medical Center, the applicant, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to continue Case No. 2017-590 to July 27, 2017. The hearing concluded at 11:09 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-609

The Board met today at 11:11 a.m. to conduct a medical indigency hearing for Case No. 2017-609. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Brad Goodsell, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Attorney Bryan Nickels, Stephen DeVille from Saint Alphonsus Regional Medical Center, and Deputy Clerk Monica Reeves. The applicant did not appear for the hearing. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to continue Case No. 2017-609 to July 13, 2017. The hearing concluded at 11:21 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-588

The Board met today at 11:24 a.m. to conduct a medical indigency hearing for Case No. 2017-588. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Brad Goodsell, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Attorney Bryan Nickels, Timothy Ryan from Saint Alphonsus Regional Medical Center, and Deputy Clerk Monica Reeves. The applicant did not appear for the hearing. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to continue Case No. 2017-588 to October 5, 2017. The hearing concluded at 11:29 a.m. An audio recording is on file in the Commissioners' Office.

#### INDIGENT DECISIONS

The Board met today at 11:30 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale and Pam White, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to issue a final denial for Case No. 2017-671 with a written decision to be issued within 30 days. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to continue Case No. 2017-656 to September 7, 2017.

The meeting concluded at 11:31 a.m. An audio recording is on file in the Commissioners' Office.

#### FY2018 BUDGET MEETING FOR THE SHERIFF'S OFFICE

The Board met today at 1:30 p.m. for the Fiscal Year 2018 budget meeting for the Sheriff's Office. Present were: Commissioners Tom Dale and Pam White, Clerk Chris Yamamoto, Controller Zach Wagoner, Chief Deputy Sheriff Marv Dashiell, Sheriff's Financial Manager David Ivers, Torrie Cope from the Idaho Press-Tribune, and Deputy Clerk Monica Reeves. Chief Dashiell said they've spent a lot of years operating under tight constraints and their request includes the salary compensation plan as well as other notable areas: technology improvements with computer upgrades; the vehicle line item is up quite a bit with the Fleet Director's recommendation for nine (9) patrol units, four (4) unmarked vehicles, two with funding available to possibly go with the SUV style on the unmarked vehicles and another two with funding projected for economy sedans. The other large portion is a \$275,000 request for a replacement armored vehicle for the SWAT team. Their current unit is a 1983 GMC diesel truck that was at one time a bank armored vehicle. Last year they spent around \$2,000 on exhaust upgrades because of officers complaining of headaches when they rode in the vehicle. Chief Dashiell said given what's occurring in the nation, it's just a matter of time before we face a major issue where we'll need the bearcat armored vehicle. Commissioner Dale asked the Chief what priority he gives the bearcat over patrol vehicles. Chief Dashiell said there's a 20-30 year lifespan on the bearcat and that equates to \$11,000 a year and because they have given up so much in the past he is prioritizing that as No. 1, with the marked cars as a second priority, and the unmarked cars will be the lowest priority. Over the past two years they have returned around \$5 million, the majority of which was from the A budget. Zach Wagoner said we need to take a long term view of our fleet and follow the replacement plan and schedule that the Fleet Director has prepared. The bearcat has an initial cost of \$275,000 but hopefully we'll get 20-25 years' worth of use out of that vehicle. Clerk Yamamoto said in the last three years his office has recommended against it because in his view we were running behind on the cars and the replacement schedule had not been followed and that was a priority, but given the circumstances that Chief Dashiell has detailed he has no contest with a bearcat this year. Commissioner Dale asked what kind of strain there will be if we do the bearcat plus all the vehicles. Controller Wagoner said the vehicle request totals \$750,000, it's doable but it needs to be weighed with what's the cost of the older vehicles and what are we investing in the 1983 vehicle? He said we need to utilize the expertise of both Chief Dashiell and Director Tolman. Clerk Yamamoto said we need to go through the process and leave those in the budget for the time being but at the end we need to figure out how much property tax will this have to generate to pay for these things. Commissioner Dale said there are somethings in the A budget for offices and departments that we have already committed to and that will raise the budget and so the rest will come on top of that. We cannot go back on the salary compensation adjustments and we have to fund the health care insurance portion of the County's commitment. Commissioner White said other jurisdictions have done some creative thinking and it's interesting what the City of Nampa is doing with leasing their vehicles, and she appreciates the good budgeting practices on behalf of the Sheriff's Office because they have kept the issues in front of the

decisions makers. Chief Dashiell said when they have presented Director Tolman's recommendation for replacements and they saw their requests cut in half or more, and not just on the bearcat vehicle. When we have 20 cars with 100,000 miles that's when you see larger costs going into those vehicles. He said if we continue with the program we're on now it's cheaper to buy the car on the front end, also, the mileage limitations on a vehicle lease program is concerning. The budget reflects an increase in the training budget so they can send two employees to 10 weeks of onsite upper level college courses as part of a succession plan. There is also some planned training for dispatch certification requirements. Ammunition costs have increased by \$15,000. Out-of-county housing is an issue: they have 20 inmates in Valley County but they need the space so he's checked with Washington County for bed space. Last year they spent \$236,000 on out-of-county housing, and he is recommending \$200,000 be included in the budget line item. The fuel line item was reduced by \$50,000, which is proof that the County's program of self-fueling is paying off. He has added to the medical and prescription costs, and is working with legal on a contract that will allow them to save on medication costs. He is expecting a fee increase in food costs. He has increased the E911 computer equipment line by quite a bit, but it is contingent on a grant application they are submitting to the Idaho Public Safety Communication Commission so they can replace 10 computers and monitors in dispatch. If the grant doesn't go through they will not move forward with it. Controller Wagoner said there is no property tax monies that go into this fund, it's funded entirely by fees and grants and in this case we budget \$42,000 on revenue and \$42,000 on expense to offset. Chief Dashiell said they are still waiting for Motorola to complete the installation of the console upgrades and the baseline has been around \$100,000 in that line with an additional \$70,000 for 10 radio units they didn't include in the contract. The recommendation is to replace them this year or do a portion over the next two years. Clerk Yamamoto said he has a good comfort level with what's been presented but he wants the Board to vet it as well. He doesn't necessarily agree with the all departments on their requests but he will tell the Board what has been included. David Ivers said they have reduced a number of lines and overall it's a very conservative budget. Clerk Yamamoto said one of the reasons the Sheriff's has a significant amount leftover at the end of the fiscal year is because their roster is not filled and he and the Controller have depended on that situation, but they are seeing a different effort lately where they are starting to fill positions and that's going to have a significant impact on our overall budget. Controller Wagoner said they have been under budget for around \$2 million a year. The meeting concluded at 2:20 p.m. An audio recording is on file in the Commissioners' Office.

FIFTH DAY OF THE JUNE TERM, A.D., 2017  
CALDWELL, IDAHO JUNE 16, 2017

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

LEGAL STAFF UPDATE

The Board met today at 8:34 a.m. for a legal staff update. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Chief Deputy P.A. Sam Laugheed and Deputy Clerk Jenen Ross. Mr. Laugheed stated that the agenda needed to be amended to reflect the revised start time. The legal staff meeting was originally on the agenda for 9:00 a.m. but due a scheduling conflict yesterday when the Clerk was scheduled to attend legal staff it has been taken up today. Commissioner White made a motion to amend the agenda with Commissioner Rule seconding the motion and the Board voting unanimously to amend the agenda.

Mr. Laugheed stated that Prosecutor Taylor has been working on the Nampa prosecution contract which was submitted yesterday and they expect to have an interview on June 30<sup>th</sup>. Under the current prosecution contract the County has to give a certain amount of notice of cancellation, it also requires that notice be given to the Board as the Board co-signed on the contract. The notice is usually sent via certified mailed with a return receipt, in lieu of the cancellation notice being mailed Mr. Laugheed presented it to the Board directly. A copy of the letter is on file with this day's minute entry. The letter will be mailed with return receipt requested to the City of Nampa. The existing contract will be terminated effective September 30, 2017 and the Prosecutor's Office will work thru the RFP process in the meantime.

*A request was made to go into Executive Session to discuss a personnel matter and records exempt from public disclosure. The Executive Session was held as follows:*

Commissioner Rule made a motion to go into Executive Session at 8:38 a.m. pursuant to Idaho Code, Section 74-206(1) (b) and (d). The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Chief Deputy P.A. Sam Laugheed and Deputy Clerk Jenen Ross. The Executive Session concluded at 9:43 a.m. with no decision being called for in open session.

An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

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#### FY 2018 TENTATIVE BUDGET WORKSHOP MEETING – HUMAN RESOURCES

The Board met today at 9:52 a.m. for a FY 2018 tentative budget workshop meeting with Human Resources. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, HR Director Sue Baumgart and Deputy Clerk Jenen Ross. Ms. Baumgart explained the only significant change to her budget is the elimination of one position in her office which will cause her 'A' budget to be decreased by approximately \$50K. The 'B' budget will remain relatively unchanged from prior years. The meeting concluded at 9:58 a.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING – TANYA ROBINSON’S REQUEST FOR A CONDITIONAL REZONE FROM AN “A” (AGRICULTURAL) ZONE TO AN “R-R” (RURAL RESIDENTIAL) ZONE

The Board met today at 1:30 p.m. to conduct a public hearing in the matter of Tanya Robinson’s request for a conditional rezone of 15.17 acres from an “A” (Agricultural) Zone to an “R-R” (Rural Residential) Zone. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, DSD Planner Daniel Litster, Tanya Robinson, Ryan Robinson, Brad Benke, Linda Sloan, Ron Sloan, and Deputy Clerk Monica Reeves. Daniel Litster gave the oral staff report. The subject property is located at 19082 Upper Pleasant Ridge Road in Caldwell. The conditional rezone is to split that parcel to approximately 2.7 acres for the existing dwelling and approx. 12.4 acres on the back half. The development agreement would restrict residential use to ensure the majority of the property is preserved for agricultural use; these conditions include no secondary residence for either lot; on parcel 2 only a two-acre area would be allowed for development while the rest would be preserved for agriculture only. There will be a shared irrigation agreement to where there’s no new connection – they would use the irrigation as if it was still one lot on the same time with same scheduling. If access cannot be granted along the private lane, Country View Road, then they would have to provide access through the bottom half of the property on Upper Pleasant Ridge through a development driveway easement and that will have to be demonstrated prior to the record of survey being approved. With this conditional rezone it limits development in that area and preserves over 10 acres of agricultural use in perpetuity. On May 4, 2017 the P&Z Commission recommended approval, and staff is also recommending approval. Tanya Robinson testified that they bought the property a year and a half ago and they knew they had the ability to build a second residence, as it currently has a farmstead house and a couple outbuildings on the front. They bought it with the intention to build a dream home on the back hayfield. They raise performance horses and their kids are in 4-H so the transition seemed reasonable to move into the Vallivue School District and be closer to town. They have made improvements to the structures and they moved into the home this winter. When she checked on financing she found lenders were skeptical because they would have two houses on one parcel and that changes conforming loans so she explored other options and she was instructed to do a conditional rezone but not necessarily to do a lot of splits, they just want their new home on the back parcel and her mother-in-law would live on the front parcel. The back piece is in orchard grass and they are proposing a split at the natural line. She has no problem with the proposed conditions. Neighbors are unwilling to give an easement but that is not detrimental to the project because they are looking at other options. Brad Benke said he is opposed to changing current zoning laws to allow a conditional use permit to again split the property. He doesn’t understand why the hearings appear to put the burden of proof on those who support the zoning laws, but the people who want to change it seem to have the go-ahead to do these things. He believes the applicants are trying to circumvent the laws to sell the front piece of property and get a loan to build a second home. This request will establish a precedence for more and more C.U.P. requests to do the same thing and begin to push the farmers out of the area. He said the split is in opposition to the zoning laws and the comprehensive plan was written to stop this type of development in agricultural zones and that is why the landowners surrounding this area are opposed to it. He believes the applicants want to do this because it will allow them to get a loan for a



second home at a lower interest rate and then sell off the front piece to finance the front loan but that is in direct conflict of what the comprehensive plan was established to do. Allowing the split will make it so landowners can first use their administrative split and then split it again and get a building loan and then sell both properties. This area will soon have twice as many individual homes and the farm ground will be cut up so that the next step will be to let it all become residential which will have a devastating impact on agriculture. Staff's review is flawed – they support a 1-3 acre split of agricultural to residential because they feel like it goes with the area when in fact it doesn't. More housing means more issues and more restrictions, for example, increased user demands on the irrigation system; crop contamination; and the potential for other landowners to split and sell property as long as they promise to save a few acres for farmland. The signatures of the surrounding landowners demonstrate that they stand against changing the current zoning laws and that's why the request should be denied. Tanya Robinson offered rebuttal testimony. She said the property is a 12-acre hay field and they are not making a living doing agriculture, they will keep the agricultural exemption. She said all opposition stems from Mr. Benke and a lot of false information has been passed along because she has since talked to the neighbors and cleared things up and informed them of the restrictions they will have on the property. She said they are already allowed to have a second dwelling on the property as-is, and they could sell the front piece but that is not their goal. Upon the motion by Commissioner White and the second by Commissioner Rule, the Board voted unanimously to close the public hearing. Commissioner Dale said there were references to changing zoning laws, but we are not changing any laws; we are adhering to the laws by holding this hearing and according to the applicant an opportunity to follow those laws. Director Nilsson said by state law any landowner can petition for a rezone so our ordinance provides for those amendments but there are requirements that they have a neighborhood meeting, and a hearing in front of the P&Z Commission and the Board of Commissioners, and unless a moratorium has been declared, property owners have that right to request and amendment. It is a request to change the zoning designation; we are not changing the text of the ordinance requirements. Commissioner Rule said the zoning map has been amended many, many times and never once did anyone say the Board had broken the zoning law. We are amending the map. Director Nilsson said state law and our own ordinance provide the required elements of that decision which is why we analyze the facts and solicit the input from surrounding property owners and agencies as part of any rezone in Canyon County and at the end of the hearing is the matter of deciding whether it complies with the comprehensive plan, does it have an undue impact to traffic and the other elements before you but that doesn't break. It is a request that is being put through the process that's required to evaluate it and the Board has the discretion to approve it or not. Commissioner Rule said so many times people say there's a comprehensive plan and you can't go against it, but he's been through three comprehensive plan designs and the plan is not concrete, it's fluid and it's changing depending on industry, housing, agriculture, and commercial ventures. Agriculture in Canyon County is huge and Director Nilsson had previously reported that the number of acres that receive an agriculture exemption is on an increasing or stable trend, and the point is we are increasing agricultural acres even though the cities annex prime farm ground. He said the Board is not breaking zoning laws or denying the comprehensive plan in any way with this application or the many others that have come before it. He was initially concerned about access but it looks like they've agreed to all the conditions but the big point of this is that Mr. Benke split some

ground that probably wasn't prime farm ground and if you can use land that's been scrubbed off and has hard pan or rock and build a house there that's actually protecting farm ground in other places. It's a good use of non-prime farm ground. There are three-acre and five-acre parcels right around the subject property and when neighbors who live on acreages of that size are opposed to someone wants to build on 12 acres he's sees it as the pot calling the kettle black. He has no problem with the request. He is not opposed to the request moving forward. Commissioner White said she always looks at compatibility and the maps indicate there are 10-15 parcels that are 10 acres in size or smaller. The applicants have addressed many of the neighbors' concern. She believes the applicants understand the property rights of the Sloans with regard to the roadway and they have a road option that will work and although they already have the right to build a house on the property they could have just put it in, but instead they have gone to the trouble to lock themselves in with a development agreement that restricts them to one additional residence. They are going to keep 10 acres in agriculture, but if they were going to use the land for something else then the issue of compatibility would have been a red flag for her. She believes the request is compatible, and the applicants are willing to help with the existing problems in the area and make them better for everyone. Commissioner Dale reiterated that we are not changing zoning laws, we are adhering to those laws by having this hearing and with the data that has been presented to us regarding a conditional rezone. The applicants have the right to build another house on this property as it is without the extra conditions that are being agreed to. In some ways this protects the ground and the neighbors from further development and it's a more restrictive use of the ground which is why it's called a conditional rezone. Condition 5 said if the requirements are not met within two years the zoning of the property shall revert to its prior designation. He said 12 acres is not enough to make a living on and that's not going to change whether we agree to this conditional rezone or not. He sees a lot of acres out there that are less than five acres in size and this will not change the character of that. He said the house will be built whether this is rezoned or not and it would be advantageous for everybody to allow access up to Country View Lane because it will not affect the other five properties to the north as far as allowing access to the lane. Commissioner Rule made a motion to approve the conditional rezone and development agreement including the five conditions stated in Exhibit 1. The motion was seconded by Commissioner White. A roll call vote was taken with Commissioners Rule, White, and Dale voting in favor of the motion which carried unanimously. Commissioner White made a motion to approve the Findings of Fact and Conclusions of Law. The motion was seconded by Commissioner Rule. A roll call vote was taken with Commissioners Rule, White, and Dale voting in favor of the motion which carried unanimously. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to continue the ordinance directing amendments to the zoning map as well as the development agreement to June 20, 2017 at 8:30 a.m. The hearing concluded at 2:29 p.m. An audio recording is on file in the Commissioners' Office.

#### FY2018 BUDGET MEETING FOR THE IT DEPARTMENT

The Board met today at 2:33 p.m. for the Fiscal Year 2018 budget meeting for the IT Department. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Controller

Zach Wagoner, IT Director Greg Rast, Assistant IT Director Eric Jensen, Don Brown, Caitlyn Pendell, Shawn Adamson, Burt Merkley, Karen Serratos, Tu-Anh Bockenstette, Joyce Schmeichel, Don Dutton, Teresa Urvina, Ryan Cronrath, and Deputy Clerk Monica Reeves. Clerk Chris Yamamoto arrived at 2:49 p.m. The total budget for the IT Department is \$4.5 million. Director Rast is proposing a new SysAdmin position for a total cost of \$88,200 (base salary + benefits). Commissioner Rule spoke about how we need to stay current with the budgeting needs for the IT Department because if we don't the entire County operation will suffer. Commissioner Dale said the increase in the IT budget of \$3 million in 2012 and the \$4.5 million budget in 2018 is not excessive in terms of keeping up with the pace of technological advancements and it would be interesting to see a computation of the amount of savings we've realized in ongoing costs based on the system improvements that have been made. Director Rast said the biggest cost savings in IT is in the print shop: compared to what outside agencies charge we realized roughly \$500,000 in savings for just printing materials for County offices/departments. He praised his staff and the work they do on projects. Commissioner Dale asked what the new SysAdmin position will do that's not currently being done now. Director Rast said the position came at working with the operations team. We have 174 virtual servers plus almost 20 physical servers that have to be maintained and there are security patches and Windows updates that need to be performed. In working with the elected officials he found out we have a window of opportunity to perform maintenance on Saturday mornings from midnight to 8:00 a.m., and this position will have the ability to shift into that timeframe to do Windows updates so we don't impact the business from 8-5. Commissioner Rule asked if he anticipates whether any "big waves" will hit us financially in the upcoming years that we should discuss at this stage, Director Rast said one responsibility would be to have a fulltime information security officer to evaluate the system and keep things up to date, and have security practices and procedures that will deal with these vulnerabilities. As far as an impact to the B budget, he doesn't see a lot more other than the Nortel telephone replacement that's in front of us and to the disaster recovery, and the business continuity hardware but he has a five-year plan for that. He has been trying to responsibly build IT because if you overbuild it will collapse. He projects a year ahead and in FY2019 he predicts that the overall budget- if these projects are approved and allocated by the Board - will be about \$4.2 million, which is dropping a couple hundred thousand dollars just on B Budget alone. Zach Wagoner said he looks at it from the point of investing in what's appropriate and needed with the idea that it will save us money down the road and increase efficiencies today. Commissioner White asked what the plan is for the security officer position. Director Rast wants to use the position to put operations in a position where they can see where it fits. He will see if they can fulfill that request with the resources they currently have but if they're running short on that resource the Board might see the new position request in the FY2019 budget but with the reduction in the B Budget and if he adds one position he will still be under the \$4.5 million amount. Clerk Yamamoto said with IT working on with software, programming, etc., we should be able to consolidate some things and save money on the licensing and programs that are out there. Commissioner Dale said next week the Board will hear presentations on the campus security project and he asked if we have staff who can handle those needs. Director Rast said he does not have staff with expertise to jump into the camera system on the security side, we may need to create a new department for that. The meeting concluded at 3:07 p.m. An audio recording is on file in the Commissioners' Office.

SIXTH DAY OF THE JUNE TERM, A.D., 2017  
CALDWELL, IDAHO JUNE 19, 2017

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

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- HP, Inc. in the amount of \$3352.68 for the Information Technology department
- ExecuTrain in the amount of \$2750.00 for the Information Technology department

#### COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:32 a.m. for an office staff meeting. Present were: Commissioners Tom Dale, Pam White and Steve Rule, PIO Joe Decker, Deputy Clerk Jenen Ross, Sr. Administrative Specialist Jamie Miller, and Deputy Clerk Monica Reeves. The Board reviewed this week's schedule with staff. Joe Decker reported on the following communication items: there was a possible drowning yesterday near Martin's Landing; he will post Sheriff's sale items to the website, his budget meeting will be held on Thursday; KBOI 2 will interview Sheriff Donahue, his victim-witness coordinator and a former domestic violence victim ahead of the crime victim services award that will be presented at the National Association of Sheriff's in Reno next week; Friday evening he will participate in the Juvenile Probation First Tee golf tournament; he is headed to Reno on Sunday and will obtain some interview footage that can be used by KBOI 2. The meeting concluded at 8:41 a.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE AND CONSIDER SIGNING A RESOLUTION RATIFYING UNIVERSITY OF IDAHO 4-H GOAT FIELD DAY FACILITY USE AGREEMENT AND ENTERTAINMENT CONTRACTS FOR THE 2017 CANYON COUNTY FAIR WITH DRY BUCK, A TRADITIONAL BLUEGRASS BAND, AND TYLOR & THE TRAIN ROBBERS

The Board met today at 9:00 a.m. for a legal staff update and to consider signing a resolution ratifying the University of Idaho 4-H goat field day facility use agreement, as well as entertainment contracts for the 2017 Canyon County Fair with Dry Buck, a traditional bluegrass band, and Tylor and the Train Robbers. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley, Fair Director Diana Sinner, and

Deputy Clerk Monica Reeves. Zach Wesley said the two entertainment contractors meet with the same form as others the Board has adopted; one is for the main stage opening act and the other is a bluegrass band that will play at the community stage. The proposed resolution ratifies the use of the fair building use agreement. The University of Idaho uses the fair building frequently without charge and they've been asking for contract changes which are typical when renting from government agencies. They had an event on June 5 that they turned in their application in late for so the resolution ratifies the contract for the June 5 event. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the entertainment contracts for the 2017 Canyon County Fair with Dry Buck, a traditional bluegrass band, and Tylor and the Train Robbers. (See Agreement Nos. 17-055, and 17-056.) Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to sign the resolution ratifying the University of Idaho 4-H goat field day facility use agreement. (See Resolution No. 17-132.) Commissioner Rule asked if the agreements are something that Director Sinner can sign. The process has been streamlined to where they have eliminated 70% of the contacts that were signed last year but Mr. Wesley said these agreements, and their rates, vary enough that they need to come before the Board. As part of the legal staff update Commissioner Dale said Representative Rick Youngblood contacted him about crisis centers and he is very committed that we need to do what we can to get state funding for a center in Canyon County and he wants to know what the County's buy-in is and what are we willing to commit to. It was decided that Representative Youngblood will be invited to meet with the Board to discuss the issue. Mr. Wesley said it would be helpful to have Zach Wagoner and Yvonne Baker involved in that conversation because Canyon County's involuntary holds are 30% above Ada County's numbers and that is staggering. Commissioner White is excited to see that Representative Youngblood is involved and that we can have an open discussion to bring everyone into the circle, and, she has some information that would be appropriate for an Executive Session, specifically a real estate issue. The meeting concluded at 9:12 a.m. An audio recording is on file in the Commissioners' Office.

#### FISCAL YEAR 2018 BUDGET MEETING FOR THE DEVELOPMENT SERVICES DEPARTMENT

The Board met today at 9:34 a.m. for the Fiscal Year 2018 budget meeting for the Development Services Department. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, Clerk Chris Yamamoto, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. Director Nilsson reviewed her budget noting that she will stay with her current level of 19 fulltime employees. The department has been very busy having already met the revenue budget and while they are bringing it in it is a somewhat modest increase amount for next year. She is not proposing any fee increases, but said when the new building code is adopted we will have a new fee resolution that's already been vetted with the builder and developer interests. Her budget reflects the most recent compensation plan information with a 3.1% increase in salary costs. She is not requesting any new vehicles but the budget does reflect an increase in new computers. The Board gave her \$40,000 to initiate the comprehensive plan update, which she will start this fall, but she wants to carry it over and she doesn't know if she will expend that this fiscal year. She has

increased the professional consultant line item to \$50,000. In addition to the comprehensive plan update they will also need to update the area of impact agreements with Nampa and Caldwell. She would like to bring in someone like Diane Kushlan who is knowledgeable at looking at city codes and county ordinances and produce the drafts for us. The cities will share in the cost. For the comprehensive plan update the cost would be to hire someone and for public outreach expense. Commissioner Rule said we have never spent more than \$20,000 for that so it seems like a big number. Director Nilsson said it's an estimate. A full blown project would cost around \$300,000 but she would only be looking at \$40,000-\$50,000 for public engagement. She said it's difficult with the workload to have staff spend those hours doing that, and it would be more cost effective to pay someone to do that type of work rather than bringing a professional planner on staff. Commissioner Rule asked her to narrow the scope with more defined costs. Director Nilsson said the biggest challenge over the next year will be transiting from Accella to the in-house solution: Canyon Application Permit Software. The meeting concluded at 10:05 a.m. An audio recording is on file in the Commissioners' Office.

#### FY2018 TENTATIVE BUDGET WORKSHOP MEETING – PARKS, CULTURAL AND NATURAL RESOURCES

The Board met today at 10:26 a.m. for the FY2018 tentative budget workshop meeting with Parks, Cultural and Natural Resources. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Parks Director Nicki Schwend, Controller Zach Wagoner, Clerk Chris Yamamoto and Deputy Clerk Jenen Ross. Director Schwend, Clerk Yamamoto and Controller Wagoner gave a review of the budget numbers.

- There is an increase to the part-time employees' budget line – Ms. Schwend would like to add 3 part-time interpretive specialists to extend the hours the museum is open. Eventually she would like to add a full-time person so the museum can be open Monday thru Friday all day.
- The regular employees' line has gone down \$4000 as it is tied to specific salaries of full-time personnel and with Tom Bicap leaving that line has decreased.
- Seasonal staff has increased some as Director Schwend would like to have seasonal staff come on in March vs. April in hopes they will be able to attend additional training that takes place earlier in the season. One of the trainings they'll be able to attend is thru the Sheriff's Office and will allow seasonal employees to supervise SILD workers.
- \$15,000 is budgeted to repairs and maintenance supplies as it's known that the septic at Lake Lowell is going to need to be replaced sooner rather than later. Commissioner Rule asked Ms. Schwend to look into getting bids for the sewer/septic project and possibly work can start in the fall once the parks slow down.
- Security system line is at \$19,250 to include Wi-Fi at Celebration Park and Lake Lowell. With the Wi-Fi coming in they would like to get keyless entries for 4 doors between the park and the lake, new security cameras are needed for the park as the current ones don't work properly and need to be upgraded to HD and they'd also

like to get some metal roll-up doors to go over the large glass roll-up doors at the Crossroads Museum.

- Capital construction projects is budgeted at \$40,000, this includes a \$30,000 grant from BLM for the well project at Celebration Park and there is a \$9200 refund check from ITD from when the museum was built.
- \$63,000 in the trucks and pickups line is to accommodate the purchase of a new pickup and 2 Polaris side-by-side vehicles. There is a John Deere tractor that will be added to Fleet.

Additionally, it has been requested that Ms. Schwend have a county credit card to carry out county business and make purchases. The credit card form with a \$5000 limit was presented to the Board for signatures. The meeting concluded at 10:59 a.m. An audio recording is on file in the Commissioners' Office.

#### FY2018 Tentative Budget Workshop Meeting – Weed Control

The Board met today at 11:01 a.m. for a FY2018 tentative budget workshop meeting with weed control. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Director Jim Martell, Sr. Administrative Specialist Janet Avery, Clerk Chris Yamamoto, Controller Zach Wagoner and Deputy Clerk Jenen Ross. Mr. Martell and Mr. Wagoner explained there are 3 employees in the weed control department and the largest change is due to the compensation plan with an \$8000 increase to that line. The B budget is about the same as last year. For the pest district Mr. Martell is requesting an additional full-time employee as he is not planning to hire any seasonal employees. The rest of the pest budget remains mostly unchanged. Commissioner Rule feels bringing on another employee would be good for succession planning as Mr. Martell is planning to retire in the next couple of years. The meeting concluded at 11:11 a.m. An audio recording is available in the Commissioners' Office.

#### FY2018 TENTATIVE BUDGET WORKSHOP MEETING – COUNTY AGENT

The Board met today at 11:14 a.m. for a FY2018 tentative budget workshop meeting with the County Agent. Present were: Commissioners Tom Dale, Pam White and Steve Rule, County Agent Jerry Neufeld, Clerk Chris Yamamoto, Controller Zach Wagoner and Deputy Clerk Jenen Ross. Mr. Neufeld explained that the increase to benefits and salaries are due to the compensation plan recommendation. The County Agent contract line is used to pay for an aid to help with the fair, the master gardener program, reimbursement to University of Idaho for educators in the office and the 4-H coordinator. There is a \$500 increase to computer equipment as additional resources are needed with more employees. The meeting concluded at 11:21 a.m. An audio recording is on file in the Commissioners' Office.

SEVENTH DAY OF THE JUNE TERM, A.D., 2017  
CALDWELL, IDAHO JUNE 20, 2017

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

APPROVED CLAIMS ORDER NO. 6-26-17

The Board of Commissioners approved payment of County claims in the amount of \$133,827.42, \$21,723.22, \$ 41,260.77, \$17,190.79 and \$47,229.46 for accounts payable.

CONSIDER SIGNING A DEVELOPMENT AGREEMENT AND ORDINANCE AMENDMENT RE: TANYA ROBINSON'S REQUEST FOR A CONDITIONAL REZONE, CASE NO. PH2017-7

The Board met today at 8:30 a.m. to consider signing a development agreement and ordinance amendment regarding Tanya Robinson's request for a conditional rezone, Case No. PH2017-7. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Planner Daniel Litster, DSD Planner Jennifer Almeida, and Deputy Clerk Monica Reeves. The Board approved the conditional rezone request on June 16 and the written decision was continued to this day. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the development agreement regarding Tanya Robinson's request for a conditional rezone, Case No. PH2017-7. (See Agreement No. 17-057.) Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the ordinance amendment for Tanya Robinson's request for a conditional rezone, Case No. PH2017-7. (See Ordinance No. 17-008.) The proceeding concluded at 8:32 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE, CONSIDER SIGNING A RESOLUTION TO ISSUE A REFUND FOR AN HVAC SYSTEM PERMIT TO YMC, INC., AND CONSIDER AMENDMENT NO. 1 TO CANYON COUNTY HISTORIC PRESERVATION SUPPORT AWARD AGREEMENT NO. 15-156

The Board met today at 9:00 a.m. for a legal staff update, and to consider signing a resolution to issue a refund for an HVAC system permit to YMC, Inc., and to consider Amendment No. 1 to Canyon County Historic Preservation Support Award Agreement No. 15-156. Present were: Commissioners Pam White and Steve Rule, DSD Director Tricia Nilsson, Deputy P.A. Zach Wesley, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. The items were considered as follows:

***Resolution to Issue a Refund for an HVAC System Permit to YMC, Inc.*** – Director Nilsson said DSD took in a mechanical permit fee then found out the property is in the city limits of Caldwell so she is asking for authorization to refund their money so they can apply it toward the permit with the appropriate jurisdiction. Commissioner Rule made a motion to approve



the resolution issuing a refund to YMC, Inc., in the amount of \$3800. The motion was seconded by Commissioner White and carried unanimously. (See Resolution No. 17-133.)

***Amendment No. 1 to Canyon County Historic Preservation Support Award Agreement No. 15-156*** – Zach Wesley said the Friends of the Nampa Public Library indicated in their 2015 historic preservation levy agreement they had \$400 in excess funds that they hadn't spent and they asked what they should do with those. They were advised to either return the funds or make an application for another project to spend the funds so they worked with Parks Director Nicki Schwend to come up with a plan to spend the \$400 towards their 2016 awarded plan so this agreement accomplishes that without the money having to change hands. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the support award agreement. (See Agreement No. 17-058.)

***Legal Staff Update*** – As part of the legal staff update, Brad Goodsell asked the Board to go into Executive Session as follows:

EXECUTIVE SESSION – ACQUISITION OF AN INTEREST IN REAL PROPERTY, RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

Commissioner Rule made a motion to go into Executive Session at 9:04 a.m. pursuant to Idaho Code, Section 74-206(1) (c), (d) and (i) regarding acquisition of an interest in real property, records exempt from public disclosure and attorney-client communication, and to communicate with the County's risk manager regarding pending/imminently likely claims. The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule and White voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Pam White and Steve Rule, Deputy P.A. Brad Goodsell and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:13 a.m. with no decision being called for in open session.

An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

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

The Board met today at 10:02 a.m. for a monthly meeting with the Director of Juvenile Detention to discuss general issues, set policy and give direction. Present were: Commissioners Pam White and Steve Rule, Director of Juvenile Detention Steve Jett, Juvenile Detention Officer Taga Bah and Deputy Clerk Jenen Ross. Steve Jett introduced Taga Bah and explained that he runs the fitness boot camp Monday thru Thursday during the lunch hour and has created the weight loss challenge that happens each year. Director Jett said that there is a scenario based training that will be happening at Mallard Park today. He has a couple new hires that didn't make it thru their probation so they are still working to hire a couple new employees. Mr. Jett has been hired to do an audit in Rikers Island, NY so he will be spending 3 days there to conduct that audit. The meeting concluded at 10:15 a.m. An audio recording is on file in the Commissioners' Office.

## FY2018 TENTATIVE BUDGET WORKSHOP MEETING – FLEET

The Board met today at 1:32 p.m. for a FY2018 tentative budget workshop meeting with the Fleet department. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, Fleet Director Mark Tolman, Sr. Administrative Specialist Dawn Pence and Deputy Clerk Jenen Ross.

- Service contracts: there is an \$8000 increase – this includes the fleet software, GIS trackers, Mitchel One, OPIS Rack (fuel prices), arbitrator units in the patrol cars along with several other software programs.
- Auto maintenance service: covers back-up generator maintenance, tank and hoist repairs.
- Fuel: fuel is charged back to each department and fleet only keeps enough to maintain the fuel system.
- Auto repair supplies: has gone up \$10,000 with the biggest reason for the change being the cost of rubber has increased and they've taken on tractors and some smaller equipment and utility vehicles.
- Small equipment: additional \$5000 as a back-up plan in case one of the large compressors goes down, hoist is getting older and needs a little more maintenance. They've also been waiting to buy a new AC recovery system but it's been rolled a year and they may roll it another year because technology is getting better and prices are going down.
- Up-fitting vehicles: \$96,000 increase – there are more patrol units being planned for and they need about \$22,000 worth of equipment.
- Capital improvements: \$56,000 this is for the epoxy on the shop floor, it was planned when the shop was first put together but it hasn't been done yet.
- Miscellaneous: includes striping, the county seal, organization memberships, chains, storage containers and an awning for the shop so people know where to enter.

Commissioner Dale asked Director Tolman to give a breakdown of the requested vehicles.

- Juvenile Probation: Ms. Catalano is asking for a utility vehicle, the funds to purchase vehicles is provided thru lottery dollars. She currently has Ford Focus', Fusions and an Explorer.
- Parks: have 3 trucks that need to be retired and a Fusion that is underutilized that Director Tolman would like to get back and give that vehicle to the Public Defender. They have requested 2 Polaris UTV's which are \$14,000 each, one full-size truck and one 4-wheel drive Ranger.
- Building maintenance: there is a discussion of a couple different options; they are still going to need a snowplow which can do Celebration Park as well if the correct plow is purchased. There is a truck that has been brought back from the fair that is being used by maintenance right now that a plow can be attached to; the approximate cost for the articulating plow is \$7000.

- Sheriff vehicles: the intention is to purchase 9 Interceptor utility vehicles, ideally 12 would be purchased but they are trying to pull back enough funds to purchase an armored vehicle at \$275,000. \$122,000 is allocated for CID, admin, transport vehicles which would be 2 at \$36,000 and 2 at \$25,000. Commissioner Rule stated he will not be supporting the purchase of an armored vehicle.
- Landfill: normally Director Loper replaces 2 trucks one year and then 1 truck the next year which is working out well.
- Coroner: needs to replace a 2005 Ford Escape with high miles. It will be replaced with another utility vehicle.

The meeting concluded at 2:28 p.m. An audio recording is on file in the Commissioners' Office.

### HISPANIC CULTURAL CENTER PROPERTY TAX MEETING

The Board met today at 2:32 p.m. for a property tax meeting regarding the Hispanic Cultural Center (HCC). Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Brad Goodsell, Treasurer Tracie Lloyd, Assessor Brian Stender, Chief Deputy Assessor Joe Cox, Sr. Administrative Specialist Jennifer Loutzenhiser, Humberto Fuentes, President of HCC, Ralph Jordan, HCC Board Member, and Deputy Clerk Monica Reeves. Ralph Jordan said the HCC was built in 2003 and it was tax exempt from 2003 to 2010, and in 2011 when Humberto Fuentes received a tax bill he didn't realize it was something he had to pay, he assumed the property was still exempt as it had been in previous years. A couple of years went by before he realized taxes were owed and at that point he met with the Assessor's Office and they toured the building and explained what was taxable and what was not taxable, but Mr. Fuentes was confused because they hadn't changed what they had been doing in the building since 2010. When Mr. Jordan came on board they owed the 2012 taxes and they were told they needed to pay the taxes and then they could ask for hardship relief in December, but when they paid the taxes the Treasurer's Office informed him that once they paid the taxes they couldn't do anything more on the issue so they ended up paying the 2013 taxes by mistake and had to wait for 2016 to bring up the issue. The matter went to the State Board of Tax Appeals (BTA) and they ruled the HCC was tax exempt for 2016 and they are exempt for 2017 now that the rule has been aired out. He said during the process the Assessor said they had followed the old rule rather than the new rule (that's been around since 1972). He believes it was the same rule that was applied from 2003-2010 but when there was change in office personnel there was a learning curve that didn't take place. Mr. Jordan said the application has been filed under Idaho Code, Section 63-1302 and it gives the Board broad authority to correct wrongs and it can even go back and refund taxes that have been paid, refund penalties and interest, and pay interest back to the taxpayer on the money that was paid years ago. It's a very unusual statute, and the facts are the same except he wants to add the financial component and its impact on the HCC. He said their financial hardship is they had to pay taxes, which under the law shouldn't have been assessed, and had to borrow money to be able to pay the 2011 and 2012 taxes and they ended up paying a lot of penalties and interest and they didn't have the money to do that. Mr. Jordan said they were in no position to pay cash out for anything during these years and they are asking the

Board to look at their financial statement and see how much of our mission depends on volunteer hours and to be aware of what they donate to the community. Revenue from in-kind contributions is \$280,000 in 2016 and expenses are \$130,000 in-kind. They have no paid staff. Mr. Fuentes does not draw any kind of compensation from the organization; the only person they pay is the janitor when he is called in. They are upside down, they don't have any cash. Commissioner White asked if there's still a bank/credit union in the facility. Mr. Fuentes said it left in 2012 or 2013. They had an agreement with the HCC that they would fund the marquee sign in exchange for not paying rent. He spoke about the struggles in operating the HCC. Mr. Jordan said they are requesting the Board to waive the taxes, penalty and interest for all of the years listed. Joe Cox said the BTA decided in favor of the HCC and granted an exemption for 2016 but they also recognized that when they were leasing to for profit businesses to use their commercial kitchen it was deemed a taxable event. If a fraternal or nonprofit organization uses the facility for the purpose of which it was established those generally fall under the rules of being exempt and when the HCC leased out their business and started competing with the private sector that created a taxable event and the BTA recognized that because the kitchen was being used for businesses to sell their products for a profit. In his opinion the BTA erred when they used an income approach and divided it by the \$3.3 million replacement value and came out with a percentage below three percent and the code says that becomes tax exempt, but the HCC is not worth \$3.3 million. A more realistic value would be \$750,000 to \$1 million so if they had used the income approach and divided it by the market value that would have changed the outcome in his opinion. There were some additional rents that should have been considered but he wasn't able to convince the BTA that his point of view had stronger merit and if this had been a bigger value the Assessor's would have appealed it to district court to make those clarifications. Mr. Cox said they also had an objection to the mission statement because when they checked with the secretary of state and the IRS they were showing the old mission statement so the Assessor believed that on January 1, 2016 they were still operating under the old mission statement. The BTA went under the ruling of the new mission statement that said most of the other leases fall under that protection. The main reason it's exempt this year is because the two companies that were renting the commercial kitchen are no longer tenants therefore it would bring the income stream low enough to where it wouldn't create a taxable revenue. Brad Goodsell said it's difficult to determine whether this property would have been exempt for 2013, 2014 and 2015, which is why the law requires that you appeal things timely so that value issues and exemption issues can be addressed on an annual basis, and it's why, under 63-1302, there is limited authority for the Board to make corrections because these were issues that were appealable in those years and they weren't appealed. However, in 63-711 under hardships, the Board has discretion and authority to grant some relief based on hardship for the years that have not been paid. Tracie Lloyd agrees with Mr. Goodsell and said there is a paid under protest part of the law and you have a certain amount of time to take that to court but she doesn't believe there is latitude on refunding what has been paid. Mr. Goodsell said there are fees in the amount of \$354.17 that the Treasurer's Office has incurred when this property goes to a pending tax deed. Commissioner Rule asked for clarification how the Assessor erred. Mr. Jordan said the Assessor was unaware of the section that says if you use the building for meeting rooms and if you have rent or revenue from that, it's not commercial or business income and it does not disqualify you from exemption. He said there is testimony from Joe Cox stating he made the mistake because he

was not aware of the newer rule. Mr. Cox said it was a new twist and in his 30 year experience no one has argued that point, and, he still believed there were some tenants in the HCC that created a taxable event. Commissioner Rule asked whose responsibility it is to provide information to the Assessor whether they are tax exempt in any given year. Mr. Goodsell said the burden is always on the proponent of an exemption, but we may be off point because the issue is these leases are permissible as long as they are within the purposes for which the limited liability company is organized. Every year the Assessor has to look at the leases and determine whether the lease is within the purpose and if it's not then is the total of the leases more than 3%. Every year there is a process and the burden is on the applicant. The subjective issues should be dealt with annually with the BOE otherwise we sit here today and try to determine whether the facility was exempt in 2012, 2013, 2014 or 2015. It may or may not have been, but we are past that now. The question is whether the Board should grant some relief to the HCC based on their finances and the fact that they didn't understand and there may have been some misunderstandings over the years and that's where the Board has discretion. Commissioner Dale said this argument was taken to the BTA and they ruled in favor of HCC and that the property is exempt for 2016, but we also have a clear example of some lack of management and responsibility on the part of Mr. Fuentes and that building needs to be maintained and he needs to make that happen. It's a \$3 million building with a value that's less than \$1 million and that's not "up to snuff". The question today is we have five years of taxes with two years that have been paid and three years that are due right now. He wants to consider a hardship waiver of the three years that are due. The fees that were incurred are owed to the County because it's a lack of management that caused those fees to be incurred. He is not inclined to issue a check to the HCC but he wants to talk about whether the Board wants to waive the taxes that are due at this point. The BTA decided the County made an error and said the HCC deserves an exemption for 2016 so were not going to debate the semantics of it. Commissioner White asked about considering relief on the three years of taxes through a hardship. Mr. Goodsell said they have provided some financial information and if the Board doesn't feel it's sufficient it could ask for more information. Commissioner Rule said it's not fair to forgive them this year when they could have paid the taxes three years ago. Commissioner Dale said for eight years there was a tax exempt status, but it was lost and this is different because they hadn't been paying taxes anyway. They owe three years of taxes plus interest and penalties. He's agreeing with Commissioner White that maybe there could be relief for the three years, but the fees of \$354.17 should be paid. The Board asked the HCC to submit financial information for tax years 2013-2015 for consideration at another meeting on this issue on June 22, 2017 at 3:30 p.m. The meeting concluded at 3:21 p.m. An audio recording is on file in the Commissioners' Office.

EIGHTH DAY OF THE JUNE TERM, A.D., 2017  
CALDWELL, IDAHO JUNE 21, 2017

PRESENT: Commissioner Tom Dale, Chairman  
Commissioner Pam White  
Commissioner Steve Rule

APPROVED CLAIMS ORDER NO. 1719

The Board of Commissioners approved payment of County claims in the amount of \$1,462,139.98 for a County payroll.

APPROVED CLAIMS ORDER NO. 6-26-17

The Board of Commissioners approved payment of County claims in the amount of \$405.60 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Zoho Corp in the amount of \$8995.00 for the Information Technology department
- Autoclear, LLC in the amount of \$20,500.00 for the Facilities department

CONSIDER INDIGENT DECISIONS

The Board met today at 8:49 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Indigent Services Director Yvonne Baker, Customer Service Specialist Robin Sneegas, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to issue initial denials for the following cases: Case Nos. 2017-1064, 2017-1066, 2017-1084 2017-1073, 2017-1069, 2017-1040, 2017-1082, 2017-1067, 2017-1083, 2017-1072, 2017-1027, 2017-1074, 2017-1053, and 2017- 0943. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to issue final approval for Case Nos. 2017-0529 and 2017-0592. The meeting concluded at 8:52 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING A SUBSTITUTE RESOLUTION GRANTING WYCKOFF FARMS INC. AND RELATED ENTITIES A PROPERTY TAX EXEMPTION

The Board met today at 9:04 a.m. to consider a substitute resolution granting a property tax exemption to Wyckoff Farms, Inc., and related entities. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. Brad Goodsell said in December the Board granted an exemption to Wyckoff Farms under Idaho Code, Section 63-602NN for a processing plant they are building in Canyon County.

Subsequent to that we became aware of some technical issues with the resolution, specifically the years were wrong because there was a misperception of when the property would become taxed. Because it's a new project it doesn't get taxed until the beginning of the year after the investment is made and all the exemptions were a year ahead of where they should have been so this resolution moves the exemption from 2017 through 2021 to 2018 through 2022. Since we knew what their investments were in 2016 we put the exact amount of their investments in the column for 2016. There are no practical substantive changes, it just moves the exemptions to the years where they were intended to be used. Mr. Goodsell submitted a letter from the deputy chief financial officer of Wyckoff Farms stating they agree to the terms and conditions of the substitute resolution. Upon the motion of Commissioner White and second by Commissioner Rule, the Board voted unanimously to sign the substitute resolution granting Wyckoff Farms, Inc., and related entities a property tax exemption. (See Resolution No. 17-134.) Mr. Goodsell said he did not have any items to discuss as part of the legal staff update. The meeting concluded at 9:08 a.m. An audio recording is on file in the Commissioners' Office.

#### FY2018 TENTATIVE BUDGET WORKSHOP MEETING – SOLID WASTE

The board met today at 9:31 a.m. for a FY2018 tentative budget workshop meeting with the Solid Waste department. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, Solid Waste Director David Loper and Deputy Clerk Jenen Ross. Director Loper gave an overview of tonnages; over the last several years tonnage and revenues have been up. He then gave a review of several budget line items as follows:

- Fees: requesting to keep the fees the same for 2017 and 2018. In 2018 he would like to explore the fee structure and rates especially for hard to handle and special waste.
- Equipment: revenue of approximately \$400,000; this is the buy-back guarantee for one of the scrapers.
- Compensation: overtime has been an issue at the landfill as employees are building up a lot of comp time which is a liability to the county. Mr. Wagoner would like to explore the option of paying out overtime to employees as they earn it.
- Professional consultants: this is for the expansion project.
- Enterprise fund: 20% of the fee revenue is paid to the county for administrative support.
- Permits and licensure: Title V Air Permit process requires annual fees.
- Equipment repairs: trying to decrease this line little by little.
- Well monitoring equipment: moving towards a third party to do the well monitoring. Individual, low-sampling pumps need to be installed in the wells so they can get appropriate sampling. There is an initial set-up cost and an on-going monitoring cost.
- Other improvements: asphaltting of the road needs to be done.
- Office building: they need to add on to the current building. A larger conference room is needed to accommodate staff meetings and public presentations.

The meeting concluded at 9:57 a.m. An audio recording is on file in the Commissioners' Office.

#### FY2018 TENTATIVE BUDGET WORKSHOP MEETING – JUVENILE PROBATION

The Board met today at 10:07 a.m. for a FY2018 tentative budget workshop meeting with Juvenile Probation. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, Chief Probation Officer Elda Catalano and Deputy Clerk Jenen Ross. Ms. Catalano explained that her department is funded by 4 different divisions with 3 of them being the Idaho Department of Juvenile Corrections.

- Juvenile Probation: 'A' budget request is \$602,832 which is \$2000 more than requested last year; the total amount requested for the 'B' budget is \$930,357.
- Parole Block: it is estimated that the county will receive \$402,010 from the Department of Juvenile Corrections which is slightly more than last year. 'A' budget request is \$480,340 and includes a new position. There has been a slight increase in the types of cases that Juvenile Probation has been seeing and they are now managing cases in a different area. Commissioner Rule said he will not be able to support a new position; he would like to hear from the courts and wants the new position vetted out. The 'B' budget requested amount is close to the same as last year.
- Cigarette Tax: the projected revenue for this year is \$451,332 which is about \$3000 more than last year. The requested 'A' budget is \$349,652 which is an increase of about \$3000 due to adjustments to salaries. Total requested for the 'B' budget is \$188,150.
- Lottery Tax: some of these funds will be used for an x-ray machine and new locks as the current ones are failing; additionally they would like to purchase a new SUV to add to their fleet.

Ms. Catalano stated that in previous years in the Juvenile Probation budget \$25,000 had been budgeted for a part-time electronic monitoring officer, but that was not budgeted for this year in anticipation of requesting a new probation officer. She has requested that if the new position is not approved she would like to add the \$25,000 back in for the part-time position. The funding for the new probation officer would come from the state funding, not from property taxes. The meeting concluded at 10:37 a.m. An audio recording is on file in the Commissioners' Office.

#### FY2018 TENTATIVE BUDGET WORKSHOP MEETING – MISDEMEANOR PROBATION

The Board met today at 10:38 a.m. for a FY2018 tentative budget workshop meeting for Misdemeanor Probation. Present were: Commissioners Tom Dale, Pam White and Steve



Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, Director of Misdemeanor Probation Jeff Breach and Deputy Clerk Jenen Ross.

- Probation: in anticipation of the Odyssey program coming online in October and judging by what has happened in other counties already on the program he has cut the anticipated revenues from cost of supervision in half due to priority of payments. Also requesting a new position in anticipation of the new Domestic Violence problem solving court; the total for that position being \$58,000. Commissioner Rule stated he will not support this position as he feels it's the courts creating new responsibilities for the county without the county's input. Director Breach explained that this is something the courts are pushing for but the Prosecutor's Office is pushing for this as much as the courts. Requesting funding for CMS for next year as the transition happens to Odyssey and then moving forward will maintain just 2 license for 5 years until cases attrition out.
- Community Service: will remain mostly the same as last year.

The meeting concluded at 10:51 a.m. An audio recording is on file in the Commissioners' Office.

#### FY2018 TENTATIVE BUDGET WORKSHOP MEETING – JUVENILE DETENTION

The Board met today at 10:51 a.m. for a FY2018 tentative budget workshop meeting with Juvenile Detention. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, Juvenile Detention Director Steve Jett and Deputy Clerk Jenen Ross. The National School lunch program revenue has been reduced based on history, but room and board has been increased. Service contracts line item has been reduced as PREA audits are only done every 3 years. Cell phones have gone up a bit because there were a few supervisors who were not receiving the stipend. Increase to the hotels line item as there are a couple of conferences that they'll be attending this year, it also covers the hotels for the PREA audits Mr. Jett will be conducting. The food line item will go to \$75,000 just to ensure that if numbers bump up and remain there that there is enough coverage, however, approximately \$60,000 will be reimbursed thru the school lunch program and is also offset by room and board revenue. In total, the 'B' budget has an increase of approximately \$1100. Additionally, Mr. Wagoner said that some of the lottery tax monies will be used to replace locks at the Juvenile Center. The meeting concluded at 11:05 a.m. An audio recording is on file in the Commissioners' Office.

#### FISCAL YEAR 2018 BUDGET MEETING FOR THE COMMISSIONERS

The Board met today at 11:32 a.m. for the FY2018 budget meeting for the Commissioners' Office. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. The budget was reviewed as follows:

- No big changes were noted; the Commissioners' salaries are not yet included in the salary portion.
- The general budget, miscellaneous professional services, was reduced from \$20,000 to \$5,000.
- It was suggested to reduce the advertising line item from \$10,000 to \$0. Commissioner Rule has no problem with leaving funds in that line item in case there are opportunities to promote businesses coming to Canyon County. Controller Wagoner said we have \$8,000 in a community development line item and \$10,000 for advertising and we could combine them into community development for \$15,000.
- \$1000 has been budgeted for chamber dues.
- An additional \$5,000 has been budgeted for Western Alliance for Economic Development.
- Metro Community Services requested an additional \$7,000 this year.
- \$16,000 has been budgeted for the veterans' service officer. Clerk Yamamoto said at one time the federal government mandated that all counties have a veterans' service facility and veterans' service officer (VSO) and even though that went away, most counties retained a VSO but we opted not to. The \$16,000 will almost cover the utilities for the new facility and that's a quarter of the money we'd spend if we funded a VSO. He noted that the veterans' memorial hall in Caldwell is making good progress.
- The reserves line item has been increased from \$250,000 to \$500,000.
- The animal shelter contribution will be \$200,000.
- Tort fund: The payment to ICRMP will be \$683,000, plus \$40,000 for fire insurance.
- Litigation fees: Commissioner Rule said we have \$50,000 budgeted but history has shown we might need more. He asked if funds from reserves or professional services could be transferred into litigation fees if needed. Controller said that can be done, in fact, we have a reserve line item just in case that were to happen.
- The amount budgeted for Southwest District Health is \$945,000. The amount is entirely funded by property tax and there is a specific levy for it. The funding formula is based on population and taxable value and it determines how much each county pays.
- A contingent amount has been budgeted for any unexpected events in the justice fund. In the years past when we started the public defender department we needed upfront money to get it going before the fiscal year began. Also, if the inmate out-of-county housing expenses were to skyrocket these monies could be used to cover that.
- Historical society fund: In previous years there has been input from the Historic Preservation Commission to support local historical societies and it was spearheaded by Parks Director Tom Bicak, but it's unclear what is happening with it this year. After discussion about the concerns the Auditor's Office has about how payments were handled, the Board decided it will have a meeting with Parks Director Nicki Schwend and the Clerk and Controller and have a discussion to outline the reporting

procedures and make sure the Historic Preservation Commission has an initial review of expenditures both at the beginning of the process and the end of the process.

The meeting concluded at 12:01 p.m. An audio recording is on file in the Commissioners' Office.

NINTH DAY OF THE JUNE TERM, A.D., 2017  
CALDWELL, IDAHO JUNE 22, 2017

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

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Dell in the amount of \$209,603.61 for the Information Technology department

#### MEETING TO REVIEW AND DISCUSS AN ORDINANCE FOR ESTABLISHING CRITERIA FOR GRANTING PROPERTY TAX EXEMPTIONS

The Board met today at 8:35 a.m. to review and discuss an ordinance for establishing criteria for granting property tax exemptions. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Executive Director of Western Alliance for Economic Alliance Tina Wilson, Beth Ineck with the City of Nampa, Steve Fultz with the City of Caldwell, Chief Deputy Assessor Joe Cox, Deputy P.A. Brad Goodsell, Assessor Brian Stender, Torrie Cope with the Idaho Press-Tribune and Deputy Clerk Jenen Ross.

Mr. Goodsell said there was a meeting a couple months ago to discuss legislative changes to 63-602NN and the board ask for an ordinance to be drafted as envisioned by the new legislation. Last week he learned that the tax commission drafted a temporary rule that interprets the statute; the rule will be published the first week in July. In reading the draft language from the legislature it reads as though only one threshold, above \$500,000, can be set and it must apply throughout the county. The tax commission interpretation is that you can have more than one threshold as long as it is based on geographic areas or different types of properties. He was told that the basis of this interpretation is due to legislative intent that supports their position. Because this will be in the rule the county's draft ordinance has been modified to allow for different thresholds. Commissioner Rule has concerns about reacting to the rule and taking action before we know the rule or what legislative intent is. Mr. Goodsell explained that we know what the rule is going to be, and although it won't be permanent until next April we still have to comply with the statute.

The way the rule is drafted right now we have different levels of exemption depending on the number of jobs and the investment amount. There are two levels of 50% exemption: one is for investments between \$500,000 and \$3 million with a 50% exemption for 2 or 3 years, level 2 exemption would be between \$3 and \$10 million with a 50% exemption for 5 years; once you get to \$10 million the exemption would be 60% for 5 years. Above that would be an additional 10 % exemption for indirect benefits with levels 1 and 2 being able to go up to 60% and level 3 going up to 75%.

***Should new businesses be distinguished from existing businesses? Should competitive disadvantage of other local businesses be considered?***

Mr. Goodsell explained the purpose of this investment is to bring in new businesses, it is also to incentivize existing business. The primary purpose of the incentives is to bring in new business that are going to create new dynamics in the economy. Ms. Wilson's understanding of this new legislation is that the legislative intent is to assist existing businesses and not necessarily to attract new businesses. Mr. Goodsell said that this ordinance allows existing businesses to get an incentive it just treats them a little different. One thing that's been built into this rule, that hasn't been a consideration before, is whether granting an exemption to the applicant is going to create a disadvantage for other local businesses. Commissioner Rule has concerns about local government interfering with free enterprise and that when the government starts interfering its doing the whole program an injustice. Ms. Ineck wants to incentivize any business that wants to invest and struggles with the language in the ordinance wondering how to determine what a competitive disadvantage is, is it based on workforce, product sales, buildings. Commissioner Dale isn't concerned whether it's a new business or an existing business, it's the investment that's important and we need to do what we can to help them. He feels that if the rules are set and a business qualifies then it shouldn't be up to the Board to say yes or no, the guidelines will answer that question. Mr. Goodsell said there isn't anything in the statute that requires the Board to consider a competitive disadvantage, it's just a factor to be considered and may rarely come up. Commissioner Dale said that in his estimation what the county is trying to do is set some benchmarks so that if someone is looking to invest in Canyon County a guideline can be provided and if the business falls within the parameters lined out it would likely qualify for an incentive. Mr. Goodsell said that the language of the ordinance states: "it is the intent of the Board to provide incentives for investments in new businesses where the new business does not put other local businesses at a competitive disadvantage." After further discussion it was decided that this portion would be taken out as competition is good and often spurs existing companies into investing in their business. Commissioner Dale asked how indirect benefits are determined.

***Should indirect benefits be weighed separately, and if so, how much weight should be given?***

Commissioner Dale asked how indirect benefits are determined. Mr. Goodsell said the rule states that the indirect benefit add-on is based on a multiplier that is associated with a particular type of business, meaning that if your multiplier is greater than one and you can demonstrate that it's greater than one then you can be eligible for the initial 10%. Ms. Ineck said there are different types of multipliers and asked if it should be tied directly to employment. Commissioner White asked if a company moves to Idaho and brings

employees with them if the need to add additional jobs to qualify and Ms. Wilson said it's just new jobs to Idaho. Mr. Goodsell explained that most of the exemption has been tied to direct benefit, jobs, with only 10% additional exemption tied to indirect benefits. This offers the Board flexibility for consideration to indirect benefits than what is proposed here and the way you would do that is to reduce the exemption for direct benefits and increase the exemption for indirect benefits. Ms. Ineck asked if instead of saying we have to decrease the other levels maybe the overall statement is that the Commissioners would not grant more than 75% so that you may have added weight. If you have a company that's coming in and they're going to invest \$30 million dollars but are only creating 10 jobs but they're really high paying jobs that's going to have that broader agricultural benefit to the county. Under this situation, at \$30 million, they'd be in that level 3 but at 10 jobs they're at level 1, but the indirect benefit is going to be huge. She would like to see more flexibility allowing the Board to say you're not going to do more 75% but all these things will be taken into account. Commissioners Dale and Rule agree that this needs to be kept as simple as possible giving the Board the flexibility to take into account all factors including investment dollars and employment numbers.

***Should concerns about equipment costs be addressed by stipulating to value after exemption ends and/or excluding equipment costs from exemption for existing businesses?***

Mr. Goodsell said the last issue has to do with the cost of equipment and incentivizing equipment poses a unique challenge. Mr. Cox said that once an exemption expires for a business they will hire professional tax reps who will ask for a 50-70% reduction on their tax burden; he would like to see it outlined in the ordinance that once the exemption expires they become a law abiding tax payer within our community and not request a large deduction. Mr. Goodsell said the goal is to eliminate disputes on the back end regarding value and thinks the way to do that is to have the businesses agree upfront to the book value of the equipment. He said that some businesses may spend \$500,000 to \$1 million every year to replace equipment to ask for an exemption resulting in constant exemptions. Ms. Wilson said her understanding from the tax commission is that the exemption can only be granted on the difference between the old equipment and the new equipment. Mr. Fultz feels that if we're looking at an incentive for expansion jobs need to be retained at 100% or more.

Commissioner White asked if the county is receiving annual reports from these companies, Joe Cox said we do receive parts and pieces of reports depending on the company; some are more forthcoming than others.

The meeting concluded at 9:40 a.m. An audio recording is on file in the Commissioners' Office.

**FY2018 TENTATIVE BUDGET WORKSHOP MEETING – FACILITIES**

The Board met today at 10:08 a.m. for a FY2018 Tentative Budget Workshop meeting – Facilities. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris

Yamamoto, Controller Zach Wagoner, Facilities Director Paul Navarro and Deputy Clerk Jenen Ross. Director Navarro, Clerk Yamamoto and Controller Zach Wagoner gave a review of the budget as follows:

- Staffing: Will be changing one full-time position into two part-time positions to accommodate event staffing at the fair facility. The two positions will be 19 hour/week and do not include benefits. This will be an approximate \$17,000 cost savings to the county.
- Salary adjustments: the majority of the change is reflective of the compensation study. There is also an electrician apprentice who will soon complete a year and will receive a bump in pay once he graduates the CWI program.
- Professional consultants: money has been set aside for billings from the Security Consultant and Jail Needs analysis as Director Navarro is concerned they may roll over into FY2018.
- Architects and Engineers: the county is looking at some possible real estate purchases that will need architectural and engineering services.
- Utilities: water, power and gas have been increased as the CCOA building will be coming back into county inventory and to account for any future real estate purchases.
- Fuel: increase to fuel usage as they've assumed the vehicle for the fairgrounds and includes the diesel fuel for the tractor.
- Animal shelter: decrease down to \$50,000. Director Navarro has met with Ms. Cantrell at the shelter to review upcoming projects for the next fiscal year.
- Small tools: woodshop needs a new table saw
- Computer equipment: IT has indicated that a couple of PC's need to be replaced. There are also several employees without access to a computer so he is going to put a computer in the breakroom for the housekeepers so they will have access to email and have the ability to complete any county surveys.
- Other improvements: this includes seal coating and striping of parking lots, need to re-roof the DMV (has taken damage after the winter), jail annex needs a roof but he will not do anything until the needs analysis is back. Commissioner Rule thinks the annex roof should be done as there is a lot of infrastructure that runs thru that building. Some of the other improvements include: DDC controls which are the heating and cooling controls at the DMV and the Juvenile Justice Center, broken sidewalks at DMV, Extension Office has a roof coating that needs to be done, CCOA building may have some miscellaneous repairs. Commissioner Rule would like to see the CCOA building sold as the county doesn't need this particular building as there are potential other real estate purchases that may need to happen, Commissioner Dale concurs. The DMV needs solar roller shades due to glass on 3 sides and it gets very hot in there. IT needs a fire suppression system in the data center, they have met with several different fire vendors and there is a non-flammable oil retardant that can be used. Additionally, the DMV needs to be re-carpeted.
- Machinery: the jail kitchen is in need of a new Hobart stand mixer. It is well past its useful life and needs to be replaced. A gently used one can be purchased for about \$10,000 - \$12,000.

- Capital improvement contracts: two projects with the largest one being the courthouse. The outside of the courthouse needs to be painted and with that there are some gaps where a caulking of sorts needs to be replaced. The second project is the infrastructure at DMV. A generator with a transfer switch for the back –up server farm needs to be installed.
- Machinery: a Ford F150 needs to be replaced, the one they are using is a hand-me-down from weed control and currently has over 200,000 miles on it and is about 10 years old.
- Fencing: Mark Tolman has requested that the lot at the corner of 14<sup>th</sup> and Chicago be fenced. It is 360 linear feet of fencing and Director Tolman would like to use that lot for vehicle storage
- Jail equipment: the lock system at the jail is being run by the Windows XP program but the platform can no longer be updated. The locks would be moved away from a computer system to a stand-alone system that can be taken to a new jail.

Commissioner Rule brought up the potential purchase of the Canyon Springs School and wondered if there is a funding source if this were to come to fruition. He would like to put some funding into the purchase of real estate. Commissioner Dale feels it would be valuable to do something like this and asked if it would be possible to purchase real estate over several years. Commissioner Rule explained that it's his understanding that there needs to be some kind of real estate trade agreement. The meeting concluded at 10:45 a.m. An audio recording is on file in the Commissioners' Office.

#### MOSQUITO ABATEMENT DISTRICT MEETING

The Board met today at 11:00 a.m. for a meeting with the Canyon County Mosquito Abatement District. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Lt. David Schorzman, Director Ed Burnett, Doug Shinn, President, Attorney Maren Ericson, Board members Lynn Thompson and Norm Brown (who arrived at 11:12 a.m.) and Deputy Clerk Monica Reeves. Clerk Chris Yamamoto and Controller Zach Wagoner arrived at 11:25 a.m. Ed Burnett asked for the meeting due to the potential mosquito outbreak that's going to be going on over the next few weeks along with all the prolonged flooding that occurred and he is requesting the Board make an emergency mosquito declaration. (A PowerPoint presentation was given and a copy is on file with this day's minute entry.) Commissioner Dale asked what the declared emergency will do. Lt. Schorzman said it sets the dates of the disaster and with our emergency operations plan it will bypass the normal procurement rules for the bidding process, but it doesn't necessarily obligate us to any financial responsibility. Generally, the responsible entity has the initial responsibility and they come to the next higher government when it gets to the point where they no longer have the funds or resources to accomplish the mission. The district has the expertise, resources, and equipment but it might get to the point where their finances may not be able to handle it. If we declare a disaster there'd have to be another meeting if there was a request for money. Doug Shinn said they have the funding to continue normal operations, but if they have to do the spray blocks several times it may get to the point where they have to borrow money and the only way to repay is to go into the foregone amount, which would raise the levy in future

years. They may not have the entire amount to cover the cost which is anticipated to be between \$120,000 and \$180,000. Commissioner Rule spoke about how he watched this unfold in 2006 when it became a serious public health issue and he said we have to be proactive and protect human life and he's surprised there aren't contingency funds for this. Commissioner Dale agreed, said if the district has to go into the foregone amount in order to handle an emergency then they need to do it. Currently, the average person pays \$8-\$10 per year toward the district's levy. Commissioner White agreed. Director Burnett said they have \$70,000 in our contingency fund for that. Mr. Shinn submitted a mosquito declaration in preparation of having to do large block treatments and/or solicit assistance from Canyon County. Maren Ericson, the district's attorney, said according to Idaho Code the district itself cannot declare an emergency for the entire county; the Board of Commissioners has to do it. Director Burnett said they are not yet emergent but that could change soon. The Board will ask legal counsel to review the emergency declaration language for consideration next week. The meeting concluded at 11:38 a.m. An audio recording is on file in the Commissioners' Office.

#### FY2018 BUDGET MEETING FOR THE PUBLIC INFORMATION OFFICER

The Board met today at 11:42 a.m. to conduct a Fiscal Year 2018 budget meeting for the Public Information Officer. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, PIO Joe Decker, and Deputy Clerk Monica Reeves. The total budget amount is \$91,986 and includes the dollar amount from the salary compensation study, as well as \$800 for a new camera. Clerk Yamamoto said Mr. Decker did not ask for the money for the camera, he made mention that he can get great photos with his cell phone but the Clerk and Controller told him they don't have a problem with having a dedicated County camera so they included the money in his budget. The meeting concluded at 11:45 a.m. An audio recording is on file in the Commissioners' Office.

#### FY2018 BUDGET MEETING FOR THE CLERK'S OFFICE

The Board met today at 1:31 p.m. for the FY2018 budget meeting for the Clerk's Office. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, Chief Deputy Clerk Drew Maffei, Indigent Services Director Yvonne Baker, Interview Specialist Camille Tilden, Court Training and Development Mgr. Raena Bull, Director of Court Operations Denise Kennel, Recording Supervisor Bobbie Jo Brown, Elections Supervisor Cindy Ponder, Court Operations Manager Kandice Taylor, and Deputy Clerk Monica Reeves. Clerk Yamamoto said they have worked with every department and oftentimes there are requests they do not approve of and most of the time we head those off before the Board sees them, but this year they are including some things that they'd like to have but expenses are adding up considerably to the point where he will probably not be in support of things that have been requested. In other words he wants the Board to be aware of it, but he'll probably retract it. The budgets were reviewed as follows:



**Auditor's budget** – There are not a lot of changes to this budget, the overall the total budget is down \$15,000 from last year.

**Recorder's budget** – Recording Supervisor Bobbi Jo Brown reported that the revenue for recording is going up and beginning July 1<sup>st</sup> the recording fees will increase on certain documents. They anticipate passports growing as well with multiple changes taking place in January of 2018 where you will need a real ID in order to fly within the United States. Currently, the Idaho Transportation Department is issuing real ID driver's license for those who hold a CDL, but not for regular driver's license holders. This is the issue related to the 2013 Department of Homeland Security's announcement about a phased enforcement plan for the REAL ID Act, as passed by Congress, which Idaho and several other states decided not to follow. Ms. Brown said ITD hopes to be pushing out regular Idaho driver's license (for people who do not have CDL's) in January of 2018 and they will offer the real ID or the regular driver's license. She said you will not get through security unless you have a passport, a real driver's license, or a global entry card. Clerk Yamamoto said the Recorder's Office is going to be inundated with passport requests, Ada County does not do passports therefore we get the bulk of Ada County residents that are getting their passports in Canyon County. Ms. Brown said with the increase in recordings and passports they are seeking a new position to help alleviate the stress and burnout staff is experiencing. Controller Wagoner said between the passport fees and recording fees there are sufficient fees to cover the \$48,000 total cost of the position. Clerk Yamamoto said the workload justifies at least one more person and the revenue justifies at least one more, but given what they're seeing Countywide it's his opinion we should have a moratorium on new employees. Ms. Brown said last year they budgeted \$95,000 to have the Commissioners' minutes scanned but this year they didn't for that because the IT Department is hoping they can scan the documents. Service contracts increased from \$20,000 to \$24,000 as part of the request to have Helion add auto indexing for legal descriptions. Postage is increasing from \$15,000 to \$24,000. They are requesting funding for two new towers and two desktop scanners.

**Elections budget** - Cindy Ponder said the total expenses for 2018 in the unconsolidated budget are anticipated to be down because they are working to allocate some of the expenses more towards the consolidated budget. There are a few significant changes: Under professional consultants they budgeted \$40,000 for the ADA accommodations and the requirements by the Department of Justice for the polling site compliance. They have addressed some of the issues that were brought to their attention but there are others they haven't visited so they are proposing to hire a consultant to meet that need. Drew Maffei said there are groups that qualify under ADA accommodations and there's a checklist every polling site has to meet to be ADA compliant and these people are the experts to make sure we meet the specifications of the federal government. Commissioner Rule said of the 55 sites 27 are not compliant and he questioned why we need to pay someone \$40,000 for the service rather than asking Facilities Director Paul Navarro to tell us if we are in compliance. Clerk Yamamoto said the Prosecutor's Office has required that he do this given the involvement of the Department of Justice, but he is in great hopes that with the new Presidential Administration this program will go away. He has no problem with providing ADA compliance, but he believes the Depart of Justice is overreaching. The office has done a good job trying to mitigate the situation and in the places where there aren't simple fixes they have moved locations, but if it's an issue of spending money on doorknobs, for example, then he would probably do that. Ms. Ponder said they've had normal increases related to the election

activity in ballot and supply costs. An added expenditure includes a request for computer equipment in the amount of \$180,000 to help during the election process for E-poll books. It will reduce lines at polling places in the large elections and simplify the post-election processes and increase accuracy. Clerk Yamamoto said that is a wish list item and they think it's important to the integrity of elections that this technology could help greatly in securing better elections but given what he is looking at as far as expenses he will likely remove that item from the budget.

**Clerk of the Court budget** – Denise Kennel said they've been busy with the conversion and testing of the state's new management system, Odyssey, which will go live on October 10. They are not requesting new positions, but they are seeking some personnel changes. They will incur a large amount of overtime for the first few months following the go-live date but it will taper off after a few months. They are requesting a laser fiche upgrade for \$6,700 to help with IT host the database; it should happen before the end of FY2017 and if it does the cost can be removed from the budget. There is an increase in the education/training and hotel/airfare line items so that they can send four or five clerks to the Odyssey user conference in Boston next year. They have decreased the contract budget line as they are prepping old files being outsourced for scanning into laser fiche. With Odyssey implementation they will need to reclassify three positions: court systems analyst; court support position; and take an existing PCN for a vacant entry level position under the court support department and modify it to a lead trainer position. Clerk Yamamoto praised the work of Raena Bull who has spent the last three years in Boise dedicating herself to the Odyssey program and it is much improved; because of her efforts there is approximately \$600,000 that we do not have to payout. Ms. Bull said there have been problems in Twin Falls County and Ada County, but Canyon County is willing to make changes and sacrifices to make sure we are efficient. Commissioner Dale said the state needs to acknowledge the value Ms. Bull has brought to them because if we weren't contributing our employee they would've had to hire another person and they need to reimburse us for Ms. Bull's time and travel. Clerk Yamamoto agreed.

**Indigent Services budget** - Yvonne Baker said the miscellaneous professional services budget is currently at \$85,000 and we discussed increasing to \$100,000 for the medical reviews and interpreter services because of the increase in applications. From October 1, 2015 through May 31, 2016 we received 351 medical applications and for the same time period for FY2017 they've received 467 applications. There is a request to do a reconstruction of the current cubicles to make the space more efficient and aesthetically consistent. The involuntary mental holds budget is increasing to \$2.5 million which is a drastic increase. Medical payments are increasing to \$1.5 million due to the increasing applications and involuntary mental holds. Commissioner Dale said the Board will meet on July 12 to discuss the possibility of having a crisis center in Canyon County. Director Baker said she has met with other agencies to address those high utilizers for mental holds to see what can be done to provide resources or treatment and get to the core issue so that the number of emergency admissions can be reduced. Canyon Community Clinic and Advocates Against Family Violence have requested funds from the Indigent Services budget and due to the resources both agencies provide the hope is it will reduce the medical applications mental holds. Clerk Yamamoto said actuals for 2016 were \$3 million while the 2018 request is \$5.1 million and he hopes that will be enough. Controller Wagoner said this fund is almost 100% funded with property tax monies. Staff has done an excellent job in increasing their

collection and a lot of the extra money we collected got shifted to the state. Commissioner Dale raised the possibility of a legislative change for collection. Commissioner Rule agreed and said the state keeps passing through costs and the mental health situation was “greased” to wind up at the cities and counties but it wound up at Southwest District Health. Director Baker reported that Canyon County processes more involuntary mental holds than Ada County who has twice our population.

The meeting concluded at 2:32 p.m. An audio recording is on file in the Commissioners’ Office.

#### FY2018 BUDGET MEETING FOR THE TRIAL COURT ADMINISTRATOR

The Board met today at 2:36 p.m. for the Fiscal Year 2018 budget meeting for the Trial Court Administrator. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, Chief Deputy Clerk Drew Maffei, Administrative District Judge Brad Ford, TCA Doug Tyler, Assistant TCA Benita Miller, Deputy Judicial Marshal John Klauer, Mary Hoffman from Family Court Services, Director of Court Operations Denise Kennel, Court Operations Manager Kandice Taylor, and Deputy Clerk Monica Reeves. Judge Ford and Doug Tyler reviewed the budget as follows:

They want to increase their number of fulltime marshals from five to six positions. And, they would like to replace a part-time marshal position with a part-time jury bailiff. There is a request for one part-time entry level administrative assistant for the family court services. In the past they’ve had contractors teach classes and they have done some of the clerical work but they have run into potential problems with the Department of Labor in using contractors do that kind of work. There was discussion about using the revenue from the fees collected from the class to cover the position. Commissioner Dale doesn’t object to that as long as it’s balanced and can be resolved with a reduction of the \$50,000 in miscellaneous professional services line item. Mary Hoffman said primarily the contract work that was done in the office was upwards of 35 hours a week so that will have to be absorbed somewhere. Mr. Tyler addressed the court facilities budget and said they included a “dream list” of items if they were able to do all of the construction they want to do. Judge Ford said their most immediate needs and focus have been with the implementation of Odyssey in October. The district court benches on the third floor are narrow and inadequate for the digital equipment that needs to be put on the bench so they asked Facilities Director Paul Navarro to come up with estimates for redoing the courtrooms. Immediate needs include the benches, refreshing the carpet, putting in attorney benches or desks to match what we have on the first floor, and jury boxes. The material costs came in considerably less at \$17,000 as opposed to the estimate of \$30,000 so they felt like they could do the benches with the reserves in the facilities budget, and they can do them piecemeal because there may not be enough money for relocating the wiring, digital equipment, attorney desks, reupholstering spectator benches, and renovating the digital/audio systems. They need telephone conferencing on the third floor, and the electronics system on the second floor is 40-year-old technology and needs replaced. They’ve asked for help from the state with the electronics/digital system but they don’t know how much they will provide. Ultimately, after the third floor is done they anticipate coming back to the second floor and trying to redesign

the benches. They used the footprint of the smaller courtroom benches that were designed for the first floor and they worked with Director Navarro and he's able to put something similar on the third floor and anticipates it can be done for less than estimated. Judge Ford said with the money they have right now they will try to get the four benches done but they may have to come back and work on other things such as rerouting the wiring. Mr. Tyler said they have \$256,000 in the facilities fund and they're anticipating utilizing \$20,000 for a total of \$80,000. They received an estimate last week to redo the audio on the second floor which is the last audio we have to do and they're trying to set up a meeting with the Supreme Court IT, Director Navarro and IT Director Greg Rast to see what the state has available in resources. He said if we had to pay all of that we still have enough in the fund to cover the third floor and the audio, and depending on what they get from the state will determine what they have available in the facilities fund when they move to the second floor. They're not saying everything has to be done this year, but they wanted the Board to know what they need – start to finish. Commissioner Rule said they need to make a priority list; some may be done this year and some next year and possibly wrap up in a third year. Mr. Tyler said he has included things that he hopes he won't have to spend but he has to be ready for it. Realistically they are looking for \$100,000 for the magistrate benches with the understanding that they're going to have some money left in the facilities fund and each year they've been able to add between \$80,000 and \$90,000 so he anticipates there will be sufficient money in the fund. Judge Ford spoke about how they have looked at doing the work in phases and getting the basic structure in place so there will be adequate space for the judges and the clerks to work with the new hardware. Commissioner Rule said it needs to be detailed in stages, and he won't vote in favor of it until he has more information. Judge Ford said they were authorized to use the money for the district judges benches and they are being as cost effective as possible but at some point in the future they will need the money to change the wiring and move the equipment in the closet. The second floor audio renovation will include telephonic capabilities that will bring it up to standard. Clerk Yamamoto said when we have to bring in an out-of-state interpreter for a 10-15 minute hearing it's very expensive so if we have a telephonic system that works we can start trimming some costs. Mr. Tyler said if there's a significant amount of money from the state for the audio on the second floor we'll have that much more in the court facilities fund and we can use that money toward the third floor on upgrading telephonic system. He said the problem solving courts is another area of concern because as Odyssey has been deployed the courts have learned that some of the fee money was not being applied in accordance with the statute. Under the statute there is a priority of payments for any convicted defendant and victim restitution is at the top of the list and traditionally they have applied problem solving court fees outside of that priority payment so that they could collect those fees even if someone owed restitution. They discovered it wasn't happening due to an issue in the accounting finance software to offset that they eliminated a position in the problem solving courts and their district manager is now coordinating two of the courts to try to make up on the personnel end as far as what they are losing. They are seeking \$70,000 for a domestic violence court coordinator. They have not had a functioning domestic violence court for a while but they are trying to restructure it and if it passes muster with the state the state will provide the County with \$70,000 in revenue. Judge Ford has been trying to work with the Prosecutor and the Public Defender to resolve the differences and get the court going again so there's a possibility that could happen during the fiscal year. Commissioner Rule said he

won't have a concern as long as the state contributes the \$70,000. He spoke about how the juvenile probation and misdemeanor probation departments have asked for two new positions because they were needed for the specialty courts. Mr. Tyler believes the misdemeanor probation position was associated with that domestic violence court but that's only if that court gets constituted. Judge Ford said the state has provided money for coordination but not necessarily to provide a probation officer to help with participation, and, he recalled a conversation with Mr. Breach that he would need more help in the misdemeanor probation to help supervise some of the people. Problem solving courts are helping us keep people out of jail and hopefully cutting down the recidivism so there is an overall savings. He will try to find out more about the new position being requested by the Chief Probation Officer. Commissioner Dale said that position was described as being needed in order to monitor juveniles who had not yet been adjudicated and currently they do not have enough staff for that. The meeting concluded at 3:26 p.m. An audio recording is on file in the Commissioners' Office.

#### MEETING WITH HISPANIC CULTURAL CENTER REGARDING PROPERTY TAX ISSUE

The Board met today at 3:30 p.m. with representatives from the Hispanic Cultural Center regarding a property tax issue. (Today's meeting was continued from June 20, 2017). Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Brad Goodsell, Treasurer Tracie Lloyd, Assessor Brian Stender, Chief Deputy Assessor Joe Cox, Jennifer Loutzenhiser from the Assessor's Office, Humberto Fuentes from the Hispanic Cultural Center, and Deputy Clerk Monica Reeves. As per the Board's request, the Hispanic Cultural Center submitted financial statements for the years 2013 through 2015. Jennifer Loutzenhiser reviewed the documents and pulled out some of the bottom lines together with some of the income tax returns the Assessor has acquired over the years through the exemption application process and noted there are some discrepancies. From 2013 to 2016 nearly \$17,000 was spent on travel and meals and she said those funds may have been better allocated to paying taxes. Commissioner Rule said the documents indicate they had the money to pay their taxes but they chose not to. He is willing to waive fees, interest, and penalties for 2013 if they want to pay their taxes which will give them another year to take care of the concerns over the conflicting figures. Commissioner Dale said the Board of Tax Appeals deemed them a nonprofit organization for 2016, but he hasn't seen anything that shows where they made a huge profit. Humberto Fuentes said they submitted profit and loss statements for 2013 and 2014 and the only discrepancy on 2013 statement is the bookkeeper did not list the insurance for the year which is \$5,000. They also paid \$5,000 for the maintenance. The total profit for 2013 was \$17,600 but if you subtract the insurance and maintenance costs it doesn't leave very much in 2013. In 2014 the profit and loss statements point out they didn't make any profit; they were a nonprofit and it was very difficult for them and they were deferring a lot of expenses because they didn't have the funds to pay the fees. Ms. Loutzenhiser said in 2015 the organization spent \$6,000 in travel costs. Joe Cox said the main "push" that helped the Board of Tax Appeals in their decision was they changed their mission statement and made it extremely broad to include most of the rents they were charging would be considered exempt. Previous to that they didn't have that mission statement. Mr. Cox said part of the Assessor's argument was that neither the Secretary of

State, or the IRS, nor their own website indicated the mission statement had changed on January 1. Regardless, the Board of Tax Appeals went with the new mission statement and the Assessor had said they were different in 2013-2015 because they were still under their old mission statement which gave the Assessor the right to charge. Mr. Fuentes said nothing had changed, they have been doing the same thing since 2003. Commissioner Dale said they need to work with their CPA and get more clarity. Commissioner White said she didn't get the information she was expecting so she will agree with Commissioner Rule's offer to provide relief of interest and penalty for 2013, which will leave a remaining tax charge of \$2,596.32. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to forgive penalty, interest and fees for the Hispanic Cultural Center. Mr. Fuentes said they are nonprofit and they haven't done anything differently than when they started in 2003 and it will be a burden for them to pay the \$2,500 tax bill. The meeting concluded at 3:51 p.m. An audio recording is on file in the Commissioners' Office.

#### BOARD OF EQUALIZATION TRAINING RECAP

The Board met today at 4:00 p.m. for a Board of Equalization training recap. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Assessor Brian Stender, Chief Deputy Assessor Joe Cox, and Deputy Clerk Monica Reeves. Assessor Stender gave a PowerPoint presentation on the following topics:

- County assessment process
- Assessment rolls
- Reasons for appeal
- Participants in the hearing
- Decision making process
- Preponderance of Evidence
- Missed hearings – if it's dismissed give the appeal form back to Assessor.
- Notifying the property owner
- Right of Appeal
- Property Tax Exemptions
- Court cases
- Market Value
- Appraisal date
- Approaches to Value
- Sales comparison (market)
- Rent Multipliers
- Cost Approach
- Causes of depreciation
- Income approach
- Income examples

No Board action was required or taken as today's meeting was held for informational purposes only. The meeting concluded at 4:56 p.m. An audio recording is on file in the Commissioners' Office.

TENTH DAY OF THE JUNE TERM, A.D., 2017  
CALDWELL, IDAHO JUNE 23, 2017

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

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Prime Construction in the amount of \$1290.00 for the Facilities department

#### APPROVED CLAIMS ORDER NO. 7-10-17

The Board of Commissioners approved payment of County claims in the amount of \$23,675.00 for accounts payable.

#### SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for Sizzling Platter LLC dba Sizzler Steakhouse #434 (see resolution no. 17-135).

#### EXECUTIVE SESSION – RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, AN ACQUISITION OF AN INTEREST IN REAL PROPERTY, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

*Note for the record: As properly noticed the Board met today at 9:02 a.m. for a legal staff update. A request was made to go into Executive Session to discuss records exempt from public disclosure and attorney-client communication, and to communicate with the County's risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:*

Commissioner White made a motion to go into Executive Session at 9:03 a.m. pursuant to Idaho Code, Section 74-206(1) (d) and (i). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Brad Goodsell, Deputy P.A. Mike

Porter, Deputy P.A. Zach Wesley, Deputy P.A. David Eames, Deputy P.A. Allen Shoff, Solid Waste Director David Loper, and Deputy Clerk Monica Reeves. Mr. Loper, Mr. Porter and Mr. Eames left at 9:20 a.m. Mr. Wesley and Mr. Shoff left at 9:28 a.m. The Executive Session concluded at 10:00 a.m. While in open session Commissioner Dale noted that Idaho Code, Section 74-206(1) (c), regarding an acquisition of an interest in real property, needed to be added to the list for Executive Session discussion. No decisions were made, no votes were taken in Executive Session.

#### FY2018 TENTATIVE BUDGET WORKSHOP MEETING – FAIR

The Board met today at 10:04 a.m. for a FY2018 Tentative Budget Workshop meeting for the Fair. Present were: Commissioners Tom Dale and Pam White, Fair Director Diana Sinner, Controller Zach Wagoner, Clerk Chris Yamamoto (arrived at 10:07 a.m.) and Deputy Clerk Jenen Ross. Director Sinner, Control Zach Wagoner and Clerk Yamamoto gave a review of the budget as follows:

- Capital improvements: new arena heaters are needed as the heaters currently being used are approximately 30 years old, arena interior paneling and painting, half bathroom in the upstairs office and fencing and gate repairs. Per Director Navarro the fair facility has been in disrepair for 8-10 years.
- 'A' budget: in FY2017 there were 5 full-time positions budgeted but there currently only two full-time positions occupied. Zach Wagoner thinks it would be beneficial to bring on a part-time person to help meet some immediate needs. After the fair Ms. Sinner will evaluate personnel and staffing needs. For the FY2018 budget they will budget for just 4 positions.

Zach Wagoner explained that the fair has a specific tax levy strictly for fair functions. The county levied \$42 million this fiscal year with the fair's portion included in that amount, the total levy amount for both the fair and the County Agent is \$390,000. Monies for this fund come from property taxes and fair revenues. No general fund money is used to support the fair. The meeting concluded at 10:28 a.m. An audio recording is on file in the Commissioners' Office.

#### FY2018 TENTATIVE BUDGET WORKSHOP MEETINGS – CORONER

The Board met today at 10:28 a.m. for a FY2018 Tentative Budget Workshop meeting with the Coroner. Present were: Commissioners Tom Dale and Pam White, Controller Zach Wagoner, Coroner Vickie Degeus-Morris, Clerk Chris Yamamoto and Deputy Clerk Jenen Ross. Ms. Degeus-Morris, Clerk Yamamoto and Controller Zach Wagoner reviewed the budget as follows: Ms. Degeus-Morris does not have a have a lot of changes to her budget. There has been a slight increase to gas and oil and she has a need to replace one vehicle. She has requested a salary increase to account for the compensation study and an increase to her salary. She also indicated that she believes the PA's Office is in discussion with Owyhee County for Canyon County to perform their autopsies. After some discussion the



line for misc. professional services will be increased to \$25,000. The meeting concluded at 10:43 a.m. An audio recording is on file in the Commissioners' Office.

#### FY2018 TENTATIVE BUDGET WORKSHOP MEETING – ASSESSOR

The Board met today at 10:48 a.m. for a FY2018 Tentative Budget Workshop meeting with the Assessor. Present were: Commissioners Tom Dale and Pam White, Controller Zach Wagoner, Assessor Brian Stender, Clerk Chris Yamamoto and Deputy Clerk Jenen Ross. Mr. Stender, Clerk Yamamoto and Controller Zach Wagoner reviewed the budget as follows:

##### ***DMV General Fund***

- Salary adjustment: increase to account for the compensation study, there has also been an additional \$1500 added for front line staff.
- Overtime: increase based on average from 2016 and 2017
- Construction contracts: workstations need to be reworked to be more ergonomically friendly
- Office furniture: new chairs are needed for DMV employees
- Service contract: Nemo-Q queuing system

##### ***Reappraisal fund***

- GoverMax: no monies have been collected YTD due to the program owner deciding they would no longer help collect fees. The IT department is working to get this back up and running
- Salary adjustment: increased to account for the compensation study, elected official pay increase and one position will be reclassified
- Professional consultants: outside counsel may be needed for an upcoming court case
- Mileage: appraisers will be out a lot more as they're at the beginning of the 5 year cycle and will be out in the field a lot more
- GIS supplies: the plotters are in need of some maintenance
- Computer equipment: the Assessors' office is the first office to have files scanned into the OnBase system but with that the appraisers will need mobile applications to replace paper files

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

#### FISCAL YEAR 2018 BUDGET MEETING FOR THE TREASURER'S OFFICE

The Board met today at 1:30 p.m. for the Fiscal Year 2018 budget meeting for the Treasurer's Office. Present were: Commissioners Tom Dale and Pam White, Treasurer Tracie Lloyd, Clerk Chris Yamamoto, Controller Zach Wagoner, and Deputy Clerk Monica

Reeves. Treasurer Lloyd said her overall budget is less than last year. Highlights were as follows:

- The actual year-to-date overall interest through April was \$309,920, and of that amount \$81,295 went to current expense. Interest rates are the rise, the average rate of return on term investments for the next fiscal year is 1.5% and the current two-year treasury as of today is 1.34%. The average rate of return on fixed investments is 1.716% if they all go out to maturity.
- Currently there aren't any outstanding public administrator cases.
- Her budget includes the amount for the proposed 2018 salary compensation plan.
- For the last three years the actuals for the miscellaneous professional services have been below what she's proposed. She spoke of how with the rising interest rates it's important to look at our investment strategy and there could be costs incurred if she has an investment portfolio performed. She is currently doing an analysis on banking charges and said we need to look at how we're doing our investments and find out what's the most beneficial as far as banking fees and whether it's best to start paying for those again and invest the idle funds. Controller Wagoner said if the banking charges go up that would in essence be offset by increased interest revenue and hopefully it will be a net gain to us.
- She recently added three printers to her contract to replace the ones that stopped working in June.
- This is the first year the County has used an armored vehicle to move money from DMV to the Courthouse and it's worked very well for both DMV and the Treasurer's Office.

The meeting concluded at 1:46 p.m. An audio recording is on file in the Commissioners' Office.

#### CONSIDER SIGNING AMENDMENT NO. 2 TO THE FOOD SERVICE AGREEMENT WITH CBM MANAGED SERVICES

The Board met today at 2:07 p.m. to consider signing amendment No. 2 to the Food Service Agreement with CBM Managed Services. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. David Eames, Chief Deputy Sheriff Marv Dashiell, and Deputy Clerk Monica Reeves. Mr. Eames said this should have been signed last fall, but everything has been working as if it had been signed. There has been a rate increase, but other than that it is the same contract. Chief Dashiell said this was adopted in August of 2016 for the FY2017 budget year. There was a 3.3% increase and they added the specialty tray rate, and it's likely we'll see another 3% increase for the FY2018 year. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to sign the amendment between Canyon County and CBM Managed Services. (See Agreement No. 17-060.) The meeting concluded at 2:11 p.m. An audio recording is on file in the Commissioners' Office.

ELEVENTH DAY OF THE JUNE TERM, A.D., 2017  
CALDWELL, IDAHO JUNE 26, 2017

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

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Iderra Inc. in the amount of \$7969.50 for the Information Technology department
- HP Inc. in the amount of \$3121.74 for the Information Technology department
- HP Inc. in the amount of \$2981.52 for the Information Technology department

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

The Board approved a salary rate request and/or key & security access request form for Richard Nordberg and John Vietti.

#### COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:36 a.m. for an office staff meeting. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy Clerk Jenen Ross, Sr. Administrative Specialist Jamie Miller, and Deputy Clerk Monica Reeves. The Board reviewed this week's schedule with staff. The meeting concluded at 8:49 a.m. An audio recording is on file in the Commissioners' Office.

#### CONSIDER SIGNING A CONSENT ORDER WITH THE IDAHO DEPARTMENT OF ENVIRONMENTAL QUALITY, AND CONSIDER SIGNING A RESOLUTION APPOINTING REESE VERNER TO THE CANYON COUNTY MOSQUITO ABATEMENT DISTRICT BOARD OF TRUSTEES

The Board met today at 9:00 a.m. to consider signing a consent order with the Idaho Department of Environmental Quality and to consider a resolution appointing Reese Verner to the Canyon County Mosquito Abatement District Board of Trustees. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, Solid Waste Director David Loper, and Deputy Clerk Monica Reeves. Commissioner White made a motion to appoint Reese Verner to the Canyon County Mosquito Abatement District Board of Trustees. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule,

White and Dale voting in favor. The motion carried unanimously. (See Resolution No. 17-136.) Also considered was a consent order with the Idaho Department of Environmental Quality. David Loper said the landfill is required to have a Title V air permit so they have been working with DEQ to get in compliance, and the consent order outlines some milestones we have to meet to get the permit. Once we obtain the permit we will have some ongoing fees and annual reporting requirements. Brad Goodsell has vetted the order thoroughly and they propose some changes. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the consent order with the Idaho Department of Environmental Quality, a copy of which is on file with this day's minute entry. The original order will be mailed to Director Tippetts at DEQ for signature. The meeting concluded at 9:04 a.m. An audio recording is on file in the Commissioners' Office.

### ELECTED OFFICIALS' MEETING

The Board met today at 9:30 a.m. for an elected officials' meeting which took place in the public meeting room of the administration building. Present were: Commissioners Tom Dale and Pam White, Coroner Vicki DeGeus-Morris, Clerk Chris Yamamoto, Treasurer Tracie Lloyd, and Deputy Clerk Monica Reeves. Prosecutor Bryan Taylor arrived at 9:40 a.m. and Assessor Brian Stender arrived at 9:51 a.m. Topics of discussion were as follows:

#### **Budget Process:**

Clerk Yamamoto has met with every office and department to review their budgets. He's had a series of meetings with the Prosecutor's Office but nothing has been nailed down yet because they're waiting for a decision from the City of Nampa regarding the Nampa prosecution services contract. Once the Prosecutor's budget meeting concludes on July 12<sup>th</sup> they will crunch the numbers and present the Clerk's suggested budget on July 13<sup>th</sup> and then once the Board has had a chance to review it there will be a discussion about what the vision needs to be for future plans. The elected officials would like to be included in the meeting to review the budget on July 21<sup>st</sup>. (The public budget hearing will be held on August 8, 2017.) Clerk Yamamoto said there are some requests for major purchases and increased personnel that will have to be hashed out.

#### **Board of Equalization Process:**

Today is the deadline for property owners to file their assessment appeals. Commissioner Dale asked if an educational document can be prepared that gives a simple/concise explanation of how the process works in terms of assessments, the County budget and taxes. Treasurer Lloyd has an informative video on her website that covers some of that but she doubts if it can be reduced to a one-page simple handout. Clerk Yamamoto said there are a lot of variables to consider; for instance, one year his assessed value increased by 6% but his taxes went up by 35%. He said his office is working on something that will lend itself to the point made by Commissioner Dale. Assessor Stender said the number of assessment protest forms that have been filed is comparable to last year's filings.

#### **Nampa Prosecution Contract:**

Prosecutor Taylor meets with the interview committee tomorrow and he should have a decision by July 5. He spoke about the transparent services his office provides and how they are saving the City of Nampa and the taxpayers thousands of dollars. Commissioner Dale

said the Prosecutor's Office does an incredible job in providing services to the City. Commissioner White said when the Prosecutor's Office originally obtained the contract it was a seamless transition and she hopes the City takes that into consideration this time.

#### **Indigent/Involuntary Mental Holds Expenses:**

Prosecutor Taylor asked if the County has approached IAC to see if the state will help the counties fund the involuntary mental holds. Commissioner Dale said the Board has a meeting with Representative Rick Youngblood to discuss the possibility of having a crisis center in Canyon County which would help offset some costs because rather than sending those on involuntary mental holds through the justice system they would instead be referred to a crisis center. Prosecutor Taylor said the crisis center proposal is only for an additional 15 beds, and, there will be added costs to staff/operate the center. He believes IAC needs to address the cost issue because it is crushing the County and although a crisis center will be helpful it won't alleviate the problem.

#### **Donations to the Coroner's Office:**

Coroner DeGeus-Morris said her office has the cremains (remains of those who've been cremated) of persons who have been unclaimed by family, and Hillcrest Memorial Gardens has offered to donate a crypt that will hold up to 400 cremains. Every Memorial Day there will be a ceremony for those whose cremains have been put inside the crypt. Recently the Coroner's Office was having a difficult time locating a facility that would allow the use of X-ray machine so the Idaho Equine Hospital stepped up and donated the use of its equipment for the three ladies who were murdered in Canyon County. Also, the Sheriff's Office donated a freezer for the storage of evidence. Coroner DeGeus-Morris is grateful for the generous donations. She also said Joe Decker is assisting with grant application for an X-ray machine.

#### **Employee Appreciation BBQ:**

Commissioner White asked if the elected officials want to continue having the employee appreciation BBQs. Prosecutor Taylor said it hasn't been consistent but he has no problem with providing hamburgers and hotdogs once a year as long as all nine elected officials agree. Clerk Yamamoto said it was something that was originally paid for using rebate funds from Idaho Power. He has mixed emotions about it and said it can be "slippery" when using tax dollars to pay for employee lunches/BBQs. He has personally paid for gifts for his employees during Christmas, for example. He would prefer they be recognized through compensation. Commissioner Dale said appreciation can also be shown by giving days off around Christmas and New Years and he spoke about how employees have contacted him personally to express this appreciation.

There was consensus that as long as it is a joint effort by all nine elected officials an employee appreciation BBQ will be held either the first or second week in September with the event possibly catered by Dickey's. Staff from each elected office will be asked to help set up, serve, etc. And, this year we will make sure lunch is brought to the employees who work at offsite locations (landfill, DMV) and cannot attend the event.

#### **August 21 Solar Eclipse:**

There are some counties that are going to close down but we cannot close the courthouse due to court requirements. Washington County has applied for emergency status due to the massive crowds that will be travelling to the area for the solar eclipse. Clerk Yamamoto said

he will likely allow his employees time off so they can experience this unique event. Commissioner Dale agreed with that idea and said we should close down as much as possible and keep a skeleton crew so that employees can see this once-in-a-lifetime event. Clerk Yamamoto said perhaps we could designate certain time-off hours. Commissioners Dale and White said they both plan to be out of town to experience it as well. Prosecutor Taylor suggested that he and the Clerk and the Board meet with Judge Ford to discuss the eclipse issue.

The meeting concluded at approximately 10:30 a.m. An audio recording is on file in the Commissioners' Office.

#### TENTATIVE FY2018 BUDGET WORKSHOP MEETING – PUBLIC DEFENDER

The Board met today at 1:34 p.m. for a tentative FY2018 budget workshop meeting – Public Defender. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, Chief Deputy Clerk Drew Maffei, Interim Public Defender Krista Howard, Office Administrator Deepak Budwani, Larry Sisson and Deputy Clerk Jenen Ross. Ms. Howard, Clerk Yamamoto and Controller Zach Wagoner reviewed the budget as follows:

Ms. Howard let the Board know that she received notice last week that they will be awarded the Public Defense Commission grant in the amount of \$431,102.32.

- Attorney's fees-repayment: \$200,000 based on FY2017 numbers. These are revenues based on \$350 public defense reimbursement on felony cases and \$150 on misdemeanor cases
- Part-time employees: They will have 2 limited license attorneys for 12 weeks to help ease some of the workload and 2 temporary legal clerks to help with the clean-up/scanning of old files in storage
- Salary adjustment: This is for the salary compensation study
- New positions: 11 new positions are being requested. Commissioner Rule does not support this as it sets off a chain reaction in the Prosecuting Attorney and Clerk's Office needing additional staff. Additionally, there is no space available for new attorneys.

Commissioner Rule has concerns that the budget is growing exponentially and at some point it just needs to stop. Commissioner Dale asked what kind of restrictions are on the PDC grant monies. Ms. Howard said that the money can be used for anything in regards to public defense. Last year the majority of the money was used to hire 3 attorneys and 1 support staff. Commissioner Dale's concern is that there is no guarantee for grant money in the future so whatever the county does now will have to be supported into the future. Mr. Budwani explained the increased budget stating that when the office opened in 2014 there was a report that public defenders were appointed on 2/3's of cases but once the office opened they realized that their office is actually appointed on about 90% of cases making the original estimate of costs based on those reports inaccurate. Last year the caseloads

jumped by about 50% to a little over 11,000 cases and based on a projection done Friday they are at the same level this year. Commissioner White asked if it's possible to contract out to attorneys without having to add additional staff to payroll. Ms. Howard said they looked at that in regards to conflict attorneys who have a specific role, they looked at contracting with attorneys on a straight contract based on \$70/hour, and working full-time for one year to pick up slack, by their calculations it would be a cost of \$145,600 per year. In the end it would cost the county more. It also comes with additional issues such as how they're monitored, we're assuming they'll work full time but the county can't dictate how many hours they work on a case. Potentially there are a lot of larger issues that could arise from trying to contract attorneys. Clerk Yamamoto said we are constitutionally required to provide public defense and between public defense and indigent there has been a \$5 million increase which is quite a tax burden for the county. Ms. Howard said the Public Defense Commission met last week and they are moving forward with the caseload/workload requirements, rules are being drafted right now to be presented this fall and to the legislature in 2018. They are going to put caseload caps in the rules. They did do their caseload/workload study but the data on that won't be completed until August so there is no idea what those numbers will look like or how they will be broken down. The request for the positions will help meet those standards and allow the county to be in compliance. The question is: what if we can't comply? Ms. Howard said that realistically if we just looked at the straight numbers they've seen 150 felony cases per felony attorney and there would have to be about 50-55 attorney's in the office to be compliant with the misdemeanor and felony levels. If you're not in compliance, the PDC views their role is to go back to the legislature to ask for that money to make up for the shortfall. Ms. Howard asked the PDC what happens if they don't give that money and that is the question there is not an answer to at this point. Commissioner Dale agrees with Commissioner Rule and Commissioner White and the county can just not afford to do this right now and would like to see what the legislature comes up with to fund this. The PDC will be taking public comment regarding the new requirements in August.

- Health insurance increase: Countywide increase per employee
- Doctors: There was some adjusting done to this line. This year \$80,000 was budgeted but they are requesting that the 'doctors' line be reduced to \$65,000 with the other \$15,000 being split between DUI evaluation and the domestic battery evaluations

Commissioner Rule said all of these numbers are based on the \$5.7 million dollar budget and he is not willing to approve anything above \$4.6 million due to the additional \$80K they will be receiving from the PDC grant. He doesn't feel it's worth it to continue going thru the budget based on the current numbers. He would like to see them go back and build a budget based on \$4.6 million and whatever grant monies are available. Clerk Yamamoto said \$50,000 of the increase is for the conflict counsel line increase and the remaining \$150-\$180K would mostly be in the salary adjustment line. Mr. Budwani said the only real change from last year is the new positions.

Ms. Howard realizes that the approval of 11 new positions is not likely but would really like the Board to think about funding some positions, she would really like to bring on a social work position; with a high indigent population that is one position that would really be able to help her clients.

The meeting concluded at 2:19 p.m. An audio recording is on file in the Commissioners' Office.

#### CONSIDER NAMPA FAMILY JUSTICE CENTER'S FUNDING REQUEST

The Board met today at 2:33 p.m. to consider a funding request from the Nampa Family Justice Center. Present were: Commissioners Tom Dale and Pam White, Clerk Chris Yamamoto, Controller Zach Wagoner, Criselda Delacruz from the Nampa Family Justice Center, and Deputy Clerk Monica Reeves. Commissioner Steve Rule arrived at 2:42 p.m. Criselda Delacruz said the focus of the center was domestic violence and sexual assault and as the program has grown they have expanded services. She spoke about the type of grants that have been applied for, the services they offer, and the partnerships with other agencies. The City of Nampa provides approximately \$200,000 in funding for administration, maintenance, and IT support. They receive grants from the federal government and other organizations. The center receives an annual donation award of \$10,000. The total budget is \$716,000. Ms. Delacruz is asking for support because their administration costs have increased. The funding request is \$25,000, which would provide the group therapy and elder service. Clerk Yamamoto asked for her thoughts on if the Board gave \$25,000 to the Advocates Against Family Violence (AAFV) and \$25,000 to the Nampa Family Justice Center. Ms. Delacruz said it would be wonderful for her, but AAFV would not like it and she doesn't want to sever that relationship with the organization. Clerk Yamamoto asked what the center can do to impact the County's mental health situation. Ms. Delacruz said are having an impact. Their clients are fleeing domestic violence situations and they have mental health issues and the center is able to put them in contact with resources so that the situation isn't so drastic. Zach Wagoner said there are some stop grants that make their way to Canyon County which reimburse us for a part-time position. The Board said it will take the funding request under consideration. Ms. Delacruz left at 3:14 p.m. Commissioner Rule is not favor of funding the Nampa Family Justice Center. He said the AAFV organization gets in front of a mental health situation and truly addresses it rather than calling mental health as the family justice center does. Commissioner Dale said he has a lot of history with the family justice center and they provide services not just for the Nampa population but for entire County and then some. Commissioner White said the center provides AAFV with bed nights and a shared employee for rural care, yet AAFV is requesting a rural person. Ms. Delacruz has shared monies with AAFV and others through her shared grant funds and she serves the entire County. Commissioner Dale said the focus on the family justice center is not mental, it's for people who have been abused and it's an abuse prevention program as much as it is other things and that could be an indirect benefit. Prevention is saving us money in prosecution, jail space, etc. He is comfortable with funding it given that we are funding AAFV and he suggested funding could be split between both groups. Clerk Yamamoto said Ms. Delacruz said they worked together but if we give \$25,000 it would chop off services. Commissioner



White said that would damage AAFV's budget, and in the ways that they work together they are very important to each other. She believes in the family justice center and the efforts of Ms. Delacruz and if the Board says no to the funding request she will be able to find another way or cut client services. Commissioner Dale said the Board could suggest that Ms. Delacruz ask the City of Nampa for another \$25,000 and the County will look at it again next year. The meeting concluded at 3:26 p.m. An audio recording is on file in the Commissioners' Office.

TWELFTH DAY OF THE JUNE TERM, A.D., 2017  
CALDWELL, IDAHO JUNE 27, 2017

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

#### APPROVED CLAIMS ORDER NO. 7-10-17

The Board of Commissioners approved payment of County claims in the amount of \$72,775.39 and \$85,939.29 for accounts payable.

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Netmotion Software, Inc. in the amount of \$4625.90 for the Sheriff's Office

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

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

#### APPROVED APRIL 2017 TERM COMMISSIONER PROCEEDINGS AND SYNOPSIS

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

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

The Board met today at 8:34 a.m. for a biweekly meeting with the Directors of Facilities and IT to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Pam White, Commissioner Steve Rule arrived at 8:40 a.m., Facilities Director Paul Navarro, IT Director Greg Rast and Deputy Clerk Jenen Ross.

*Director Navarro updated the Board on the following items:*

- Fairgrounds: There are 30 days left to prepare for the fair. They've finished setting up the swine pens, arena prep is happening, show rings are being built and the Charolais barn repairs will begin this week.
- Anderson Corner: The abatement and lead test has been received back. There were potential asbestos hazards identified in the flooring, drywall and roofing. However, there was not enough lead based paint identified to need to do an abatement on that. The floor, tile and roofing will have to be abated before the building can be torn down. Mr. Navarro is working to get abatement estimates. There is some petroleum in the ground that DEQ will assist with cleaning up but they will probably not assist in the clean-up of the asbestos.
- Houston-Bugatsch: They have been working with the county in regards to the Canyon Springs High School. They are waiting for one more engineer and he will have a plan with a cost analysis to present to the Board soon. Mr. Navarro will work with legal to determine the best way to present the numbers to the Board.

Commissioner Dale asked Paul to help Coroner with smell in the lab/morgue/crime lab.

*Director Rast updated the Board on the following items:*

- Fairgrounds: The FCC has delayed the completion of the microwave connectivity project; the cutoff is July 24<sup>th</sup>. Mr. Rast doesn't anticipate any issues but may move the deadline date up so there will be a more reliable connection before animals start arriving and the fair begins.
- Boise Office Equipment (BOE) contract: The RFQ was awarded in 2015 but and the signing of the contract is to just finalize that.
- Parks booking: This program went live on June 19<sup>th</sup>; schools can now book online and will be provided with digital confirmation and notifications. This should cut down on telephone traffic to the Parks department. With this program now up and running the Fleet department has requested an online booking system for the motor pool vehicles.
- Fairgrounds website: They are planning to start the revamp of that website in August once the fair is over. It will be pulled from the current hosing company and be done in-house.
- TCA / Family Court Services website: The TCA has asked the IT department to take over the Family Court Services website. Right now there is a 3<sup>rd</sup> party hosting company but they will no long be doing that. Mr. Rast will collect more details before he comes back to the Board. Commissioner Dale would prefer the courts continue to hold on to this vs. the county taking it on with a chargeback. Commissioner Rule is not in favor of the IT department taking this on. Commissioner White said she will reserve opinion until she has more information.

- Windows 10: The updates are scheduled to be completed by September.
- Odyssey: The reader board dockets will need to be revised with Odyssey and iCourts coming on.
- Aumentum: This is the program that is used by the Treasurer and Assessor. So far it is going well in the test environment.
- CAPS program: This is the replacement of Acela; the City of Caldwell is not ready for the handoff and are still looking for options. The deadline is 2/1/18.
- Electronic PO project: Mr. Rast let the Board know that they will each have electronic devices in front of them for the review and approval to start moving away from paper. He anticipated this will probably start in September in conjunction with On Base going live.

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

#### CONSIDER SIGNING IDAHO DEPARTMENT OF PARKS AND RECREATION GRANT AGREEMENT FORM FOR NEW PATROL BOAT PURCHASE PROJECT

The Board met today at 9:06 a.m. to consider signing the Idaho Department of Parks and Recreation Grant Agreement Form for the purchase of a new patrol boat for the Sheriff's Office. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Lt. Ben Keyes, Deputy P.A. David Eames, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. Lt. Keyes said the County was awarded a waterways improvement fund grant and this agreement allows the state to give us \$62,750 to buy a new patrol boat. In addition we will use two of their existing boats as trade-ins which will net \$30,000. David Eames said there was a matching requirement as part of the grant of 32% and the trade-ins will cover that. It is a standard agreement and the state will disperse the funds through reimbursement. The next step is to ask for bids from three different vendors who custom make the boats. Lt. Keyes has already obtained one bid to get an idea if we are in the right price range and he's hoping the bidders will be really close to the amount. He wants the boat by the end of December. Zach Wagoner said this needs to be included in the FY2018 budget if we're going to receive the boat in December of 2017. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to sign the Idaho Department of Parks and Recreation Grant Agreement for the purchase of a new patrol boat. (See Agreement No. 17-059.) The meeting concluded at 9:12 a.m. An audio recording is on file in the Commissioners' Office.

#### BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR BLU (TRANS FUELS)

The Board of County Commissioners, sitting as a Board of Equalization, met today at 9:34 a.m. to conduct a property tax assessment protest hearing for BLU (Trans Fuels), Account No. 64941068 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Assessor Brian Stender, Chief Deputy Assessor Joe Cox, Appraiser Dawn Houghton, Sr. Admin. Specialist Jennifer Loutzenhiser, Customer Service Specialist Sam Baughman, Drew

Bake, and Deputy Clerk Monica Reeves. Drew Bake offered testimony in support of his protest application. Dawn Houghton offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner White made a motion to accept the Assessor's offer of \$249,554. The motion was seconded by Commissioner Rule and carried unanimously. The hearing concluded at 9:55 a.m. An audio recording is on file in the Commissioners' Office.

#### MEET WITH TOM KASPER FROM THE MELBA GOPHER DISTRICT

The Board met today at 1:31 p.m. with Tom Kasper from the Melba Gopher District. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Controller Zach Wagoner, Tom Kasper from the Melba Gopher District, and Deputy Clerk Monica Reeves. Tom Kasper said the money is generated from taxes and it creates an incentive for people to trap gophers because they get a bounty for. The district receives the budgeted amount from the County and they receive \$1 per tail from the Boise Project Board of Control (BPBC). The amount the gopher district pays is the number of tails collected divided by the amount of money that is available, and in last year's case the bounty the County paid was \$2.53 per tail, and with the BPBC amount of \$1, that equates to \$3.53 per tail. When asked how it's verified that the tails are from within the gopher district, Mr. Kasper said he and Norm Alder know the people who bring them in and most are from a specific area. Some tails are outside the district but they are part of the BPBC district and those tails are separated out. Zach Wagoner said it's a special taxing district with boundaries and not all County taxpayers contribute. It does not include property within the Melba city limits. Last year there was \$75 million of taxable value within the district and \$11,000 of property tax was levied for gophers. The Board of Commissioners is the governing board for the Melba Gopher District and every year it adopts a budget for the district. Last year the budget was \$12,000 and Mr. Wagoner recommends we adopt that same amount going forward in our budget process. No Board action was required or taken. The meeting concluded at 1:40 p.m. An audio recording is on file in the Commissioners' Office.

#### BOARD OF EQUALIZATION - TAX ASSESSMENT PROTEST HEARING FOR STEVEN ADAMSON

The Board of County Commissioners, sitting as a Board of Equalization, met today at 2:03 p.m. to conduct a property tax assessment protest hearing for Steven Adamson, Account No. 29091204 0. Present were: Commissioners Tom Dale, Pam White, and Steve Rule, Assessor Brian Stender, Appraisal Supervisor Barbara Wade, Sr. Admin. Specialist Jennifer Loutzenhiser, Steven Adamson, Joseph Stone, Assessor's employees, and Deputy Clerk Monica Reeves. Steven Adamson and Joseph Stone offered testimony in support of the protest application. Barbara Wade and Brian Stender offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner Rule made a motion to uphold the assessed value. The motion was seconded by Commissioner White and carried unanimously. The hearing concluded at 2:27 p.m. An audio recording is on file in the Commissioners' Office.

THIRTEENTH DAY OF THE JUNE TERM, A.D., 2017  
CALDWELL, IDAHO JUNE 28, 2017

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

#### APPROVED CLAIMS ORDER NO. 6-29-17

The Board of Commissioners approved payment of County claims in the amount of \$3894.00 for accounts payable.

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Intermountain Wood Products in the amount of \$20,825.71 for the Court Facilities
- Advanced Hardware Supply Inc. in the amount of \$3954.60 for the Court Facilities
- Franklin Building Supply in the amount of \$5199.20 for the Court Facilities

#### APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for O'Michael's Pub & Grill to be used 7/19/17 for a Corvette Club meeting.

#### CONSIDER INDIGENT DECISIONS

The Board met today at 8:47 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Indigent Services Director Yvonne Baker, Customer Service Specialist Robin Sneegas and Deputy Clerk Jenen Ross. Ms. Sneegas stated that per the Clerk's statement of findings the following case do not meet the eligibility requirements for county assistance: 2017-1111, 2017-1217, 2017-1108, 2017-1109, 2017-1206 and 2017-1205. Commissioner White made a motion to deny the cases as read into the record with Commissioner Rule seconding the motion and the Board voting unanimously to deny the cases. The meeting concluded at 8:49 a.m. An audio recording is on file in the Commissioners' Office.

## LEGAL STAFF UPDATE

The Board met today at 9:02 a.m. for a legal staff update. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, and Deputy Clerk Monica Reeves. Commissioner Dale reported he received a note that Ada County has decided to withdraw their membership from the Idaho Association of Counties (IAC) mostly based on the ongoing conflicts between Ada County and some of the cities as far as magistrate courts and that sort of thing, as well as dissatisfaction with the way the executive leadership in IAC has been managed over the last couple of years. He said Donna Peterson from Payette County contacted him about the issue; there has been concern that the IAC board communicates to an association what the desires are for legislative matters and training but we have the IAC executive director telling us what we want to do on the legislative matters and that is backwards. The IAC board is set to take some drastic action and it will be interesting to see how it turns out. Sam Laugheed said at some point the Board might be called upon to issue some sort of policy statement or express support or nonsupport in some fashion and at that point we will have to put it on the agenda because it could lead to some sort of policy decisions coming from the Board. Commissioner Dale recommended we give it some time and see what the IAC board decides to do. Mr. Laugheed advised that Brad Goodsell has been assigned to work on a lawsuit that was recently filed regarding a lien associated with medical indigency costs. He asked for some informal direction regarding an email from Controller Wagoner regarding work that was done by local community members with the riverbank flooding on Howe Road. Thueson Construction and Noe Construction did some work and Thueson submitted an invoice in April for \$45,000 and it was paid. Recently Noe Construction submitted three invoices that total \$3,894 and the Controller has offered to prepare a claim for payment. It was indicated that when the budget was reopened in May \$75,000 was put into an emergency management fund and so there is sufficient funds to pay the invoice. The Board has no objections to the Controller preparing a claim for payment. The state has set aside \$50 million to reimburse local government entities for things related to road and bridge damage due to the extreme weather and the County will apply for the 90% reimbursement for the invoices that were submitted. The meeting concluded at 9:09 a.m. An audio recording is on file in the Commissioners' Office.

## BOARD OF EQUALIZATION – CASUALTY LOSS TAX EXEMPTION HEARINGS FOR DONNA HEALY; JAMES BURROW; AND RANDON HUNTER AND HOLLIE LEAVITT

The Board of County Commissioners, sitting as a Board of Equalization, met today at 9:30 a.m. to conduct casualty loss exemption hearings for Donna Healy, Account No. 01209000 0; James Burrow, Account No. 73703000 0; and Randon Hunter and Hollie Leavitt, Account No. 30877010 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy Assessor Joe Cox, Sr. Admin. Specialist Jennifer Loutzenhiser, Appraisal Supervisor Mike Cowan, Appraiser Darryl Spieser, Hollie Leavitt, and Deputy Clerk Monica Reeves. Joe Cox offered testimony in support of the casualty loss exemption applications for Donna Healy; James Burrow; and Randon Hunter and Hollie Leavitt. Following testimony, Commissioner Rule made a motion to agree with the Assessor's opinion that the Healy property qualifies for the casualty loss exemption with a value of zero. The motion was seconded by Commissioner White and carried unanimously. Commissioner Rule made a

motion to place a zero value on the Burrow property. The motion was seconded by Commissioner White and carried unanimously. Hollie Leavitt offered testimony in support of her application. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to grant a 50% value on the garage and a value of zero on the pole building. The hearing for all three requests concluded at 9:41 a.m. An audio recording is on file in the Commissioners' Office.

#### BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR VM PROPERTIES

The Board of County Commissioners, sitting as a Board of Equalization, met today at 9:43 a.m. to conduct a property tax assessment protest hearing for VM Properties, Account No. 03625000 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Assessor Brian Stender, Appraisal Supervisor Mike Cowan, Appraiser Darryl Spieser, Sr. Admin. Specialist Jennifer Loutzenhiser, Zach Woolsey, and Deputy Clerk Monica Reeves. Zach Woolsey, the property manager, offered testimony in support of the protest application for VM Properties. Darryl Spieser and Mike Cowan offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner Rule made a motion to uphold the assessed value. The motion was seconded by Commissioner White and carried unanimously. The hearing concluded at 10:03 a.m. An audio recording is on file in the Commissioners' Office.

#### BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR SENECA FOODS CORPORATION

The Board of County Commissioners, sitting as a Board of Equalization, met today at 10:04 a.m. to conduct a property tax assessment protest hearing for Seneca Foods Corporation, Account Nos. 32367010 0, 32367000 0, 32373000 0, and 32381000 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Assessor Brian Stender, Appraisal Supervisor Mike Cowan, Appraiser Darryl Spieser, Sr. Admin. Specialist Jennifer Loutzenhiser, Dillon Hansen, and Deputy Clerk Monica Reeves. Dillon Hansen offered testimony in support of the protest applications for Seneca Foods Corporation. Mike Cowan offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner Rule made a motion to uphold the assessed value for Seneca Foods Corporation. The motion was seconded by Commissioner White and carried unanimously. The hearing concluded at 10:20 a.m. An audio recording is on file in the Commissioners' Office.

#### BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR LEO TAYLOR

The Board of County Commissioners, sitting as a Board of Equalization, met today at 1:34 p.m. to conduct a property tax assessment protest hearing for Leo Taylor, Account No. 35052000 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Assessor Brian Stender, Appraisal Supervisor Mike Cowan, Appraiser Darryl Spieser, Sr. Admin.

Specialist Jennifer Loutzenhiser, Brooke Taylor, Leo Taylor and Deputy Clerk Jenen Ross. Ms. Taylor offered testimony in support of the protest application for Leo Taylor. Mike Cowan offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner Rule made a motion to adjust the value to \$312,000. The motion was seconded by Commissioner White and carried unanimously. The hearing concluded at 2:03 p.m. An audio recording is on file in the Commissioners' Office.

#### BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR LIFEWAYS INC.

The Board of County Commissioners, sitting as a Board of Equalization, met today at 2:05p.m. to conduct a property tax assessment protest hearing for Lifeways Inc., Account No. 11905200 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Assessor Brian Stender, Appraisal Supervisor Mike Cowan, Appraiser Darryl Spieser, Sr. Admin. Specialist Jennifer Loutzenhiser, Barry Borger and Deputy Clerk Jenen Ross. Mr. Borger offered testimony in support of the protest application for Lifeways Inc. stating that his organization missed the deadline in returning the exemption application and requested an exception for 2017 and for the application to be accepted retroactively. The Board stated that there is nothing that can be done for 2017 as the deadline is the deadline but suggested he submit the paperwork now for 2018. No action was taken on the case. The hearing concluded at 2:09 p.m. An audio recording is on file in the Commissioners' Office.

#### BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR BIBLE PENTECOSTAL CHURCH

The Board of County Commissioners, sitting as a Board of Equalization, met today at 2:10 p.m. to conduct a property tax assessment protest hearing for Bible Pentecostal Church Inc., Account No. 13439000 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Assessor Brian Stender, Appraisal Supervisor Mike Cowan, Appraiser Darryl Spieser, Sr. Admin. Specialist Jennifer Loutzenhiser, Pastor Rick Bray and Deputy Clerk Jenen Ross. Mr. Bray offered testimony in support of the protest application for Bible Pentecostal Church. Brian Stender and Mike Cowan offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner White made a motion to grant the exemption. The motion was seconded by Commissioner Rule and carried unanimously. The hearing concluded at 2:25 p.m. An audio recording is on file in the Commissioners' Office.

#### BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR SALT AND LIGHT RADIO INC.

The Board of County Commissioners, sitting as a Board of Equalization, met today at 2:26 p.m. to conduct a property tax assessment protest hearing for Salt and Light Radio Inc., Account No. 35258000 0 and 35252000 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Assessor Brian Stender, Appraisal Supervisor Mike Cowan, Appraiser



Darryl Spieser, Sr. Admin. Specialist Jennifer Loutzenhiser, Bill Teske and Deputy Clerk Jenen Ross. Mr. Teske offered testimony in support of the protest application for Salt and Light Radio Inc. Brian Stender and Mike Cowan offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner Rule made a motion to grant the tax exemption. The motion was seconded by Commissioner White and carried unanimously. The hearing concluded at 2:43 p.m. An audio recording is on file in the Commissioners' Office.

FOURTEENTH DAY OF THE JUNE TERM, A.D., 2017  
CALDWELL, IDAHO JUNE 29, 2017

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

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Dell Inc. in the amount of \$3745.99 for the Sheriff's Office

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

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

INDIGENT MATTERS

The Board met today at 8:53 a.m. to consider indigent matters. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley, Indigent Services Director Yvonne Baker, Indigent Hearing Generalist Kellie George and Deputy Clerk Jenen Ross. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to issue a final determination of denial for Case Nos. 2017-727 and 2017-612. Upon the motion of Commissioner White and second by Commissioner Rule the Board voted unanimously to issue a continuance for Case No. 2017-725. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously approve Case Nos. 2014-345 and 2017-292 with a written decision to be issued within 30 days. Upon the motion by Commissioner White and second by Commissioner Rule the Board voted unanimously to issue a denial for Case No. 2016-1580 with a written decision to be issued within 30 days. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to forgive the lien on Case No. 2011-386. The meeting concluded at 9:02 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-700

The Board met today at 9:06 a.m. to conduct a medical indigency hearing for Case No. 2017-700. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Kassi Daugherty with St. Luke's, Attorney Mark Peterson, the applicant, via conference call, and Deputy Clerk Jenen Ross. Deputy P.A. David Eames arrived at 9:16 a.m. and Deputy P.A. Zach Wesley left at 9:20 a.m. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to issue a final approval with a written decision to be issued within 30 days. The hearing concluded at 9:37 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-755

The Board met today at 9:40 a.m. to conduct a medical indigency hearing for Case No. 2017-755. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Tim Ryan with St. Alphonsus, the applicant and Deputy Clerk Jenen Ross. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to issue a final approval with a written decision to be issued within 30 days. The hearing concluded at 9:45 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-728

The Board met today at 9:48 a.m. to conduct a medical indigency hearing for Case No. 2017-728. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, the applicant and Deputy Clerk Jenen Ross. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to issue a denial with a written decision to be issued within 30 days. The hearing concluded at 9:51 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-291

The Board met today at 9:58 a.m. to conduct a medical indigency hearing for Case No. 2016-291. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, the applicant, the applicant's husband, Steve DeVille from St. Alphonsus, Attorney Bryan Nickels and Deputy Clerk Jenen Ross. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to continue the case to

August 24, 2017. The hearing concluded at 10:08 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-646

The Board met today at 10:09 a.m. to conduct a medical indigency hearing for Case No. 2017-646 Present were: Commissioners Tom Dale and Pam White, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Steve DeVille from St. Alphonsus and Deputy Clerk Jenen Ross. The applicant did not appear. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to issue a final approval with a written decision to be issued within 30 days. The hearing concluded at 10:10 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-704

The Board met today at 10:13 a.m. to conduct a medical indigency hearing for Case No. 2017-704. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, the applicant, Steve DeVille from St. Alphonsus and Deputy Clerk Jenen Ross. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to continue the case to July 27, 2017. The hearing concluded at 10:18 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-789

The Board met today at 10:22 a.m. to conduct a medical indigency hearing for Case No. 2017-789. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, the applicant, the applicant's sister, Kassi Daugherty with St. Luke's, Attorney Mark Peterson and Deputy Clerk Jenen Ross. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to issue a continuance to October 5, 2017. The hearing concluded at 10:27 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-593

The Board met today at 10:29 a.m. to conduct a medical indigency hearing for Case No. 2017-593. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Attorney Mark Peterson and Deputy Clerk Jenen Ross. The applicant did not appear. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted

unanimously to issue an approval with a written decision to be issued within 30 days. The hearing concluded at 10:30 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-514

The Board met today at 10:31 a.m. to conduct a medical indigency hearing for Case No. 2017-514. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Attorney Mark Peterson, Kassi Daugherty and Michelle Davis with St. Luke's and Deputy Clerk Jenen Ross. The applicant did not appear. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to issue an approval with a written decision to be issued within 30 days. The hearing concluded at 10:41 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-486

The Board met today at 10:44 a.m. to conduct a medical indigency hearing for Case No. 2016-486. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Attorney Bryan Nickels, Steven DeVille with St. Alphonsus and Deputy Clerk Jenen Ross. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to take the case under advisement with a decision to be rendered within 30 days. The hearing concluded at 11:02 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-619

The Board met today at 11:04 a.m. to conduct a medical indigency hearing for Case No. 2017-619. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Attorney Bryan Nickels, Steven DeVille with St. Alphonsus and Deputy Clerk Jenen Ross. The applicant did not appear. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to continue the case to July 27, 2017. The hearing concluded at 11:09 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY MATTERS

The Board met today at 11:10 a.m. to consider medical indigency matters. Present were: Commissioner Tom Dale and Pam White, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George and Deputy Clerk Jenen Ross. Upon the motion by Commissioner White and second by Commissioner Dale the Board

voted unanimously to issue final denials for Case Nos. 2016-1320 and 2017-687 with written decisions to be issued within the next 30 days. The meeting concluded at 11:11 a.m. An audio recording is on file in the Commissioners' Office.

#### CONSIDER SIGNING FY2017 CANYON COUNTY OFFICE DEVICES SUPPORT AND MAINTENANCE AGREEMENT

The Board met today at 1:30 p.m. to consider signing the FY2017 Canyon County Office Devices Support and Maintenance Agreement with Boise Office Equipment (BOE). Present were: Commissioners Steve Rule and Pam White, Deputy P.A. Allen Shoff, IT Director Greg Rast, IT Business Manager Caitlin Pendell, and Deputy Clerk Monica Reeves. Allen Shoff said this started in 2015 as a Request for Proposals when we were looking for a single vendor to provide the printer services throughout the County for colored printers, black and white printers and other office devices. The RFP was done, Boise Office Equipment (BOE) was chosen, and discussions began about preparing the contract but then it stopped. They were providing these services but a formal contract was never memorialized. Staff recently discovered this and spoke to BOE and they memorialized the agreement they had already been operating under and this is that document. Director Rast said it went off the radar during the transition when the previous IT Director was leaving the office. The maintenance agreement being considered today will finalize the process. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to sign the office devices support and maintenance agreement. (See Agreement No. 17-061.) The meeting concluded at 1:32 p.m. An audio recording is on file in the Commissioners' Office.

#### BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR MCEVOY FAMILY TRUST

The Board of County Commissioners, sitting as a Board of Equalization, met today at 1:33 p.m. to conduct a property tax assessment protest hearing for McEvoy Family Trust, Account No. 34781000 0. Present were: Commissioners Pam White and Steve Rule, Assessor Brian Stender, Appraiser Roger Craig, Sr. Admin. Specialist Jennifer Loutzenhiser, John McEvoy, and Deputy Clerk Monica Reeves. John McEvoy offered testimony in support of his protest application to maintain his agricultural exemption. Roger Craig and Brian Stender offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner White made a motion to uphold the assessed value. The motion was seconded by Commissioner Rule and carried unanimously. The hearing concluded at 2:02 p.m. An audio recording is on file in the Commissioners' Office.

#### BOARD OF EQUALIZATION – HOMEOWNER'S EXEMPTION PROTEST HEARING FOR RAINA HERNANDEZ

The Board of County Commissioners, sitting as a Board of Equalization, met today at 2:02

p.m. to conduct a homeowner's exemption protest hearing for Raina Hernandez, Account No. 17460513 0. Present were: Commissioners Pam White and Steve Rule, Assessor Brian Stender, Assessor's Office Manager Karen Deluna, Sr. Admin. Specialist Jennifer Loutzenhiser, Raina Hernandez, and Deputy Clerk Monica Reeves. Raina Hernandez offered testimony in support of her protest for a homeowner's exemption. Karen Deluna offered testimony on behalf of the Assessor's Office and stated the homeowner's exemption for 2017 was denied because you can only have one exemption and Ms. Hernandez has one in California and that precedes the one in Idaho. They tried to contact her several times to let her know there was an issue with the exemption but they were unable to reach her. Following testimony, Commissioner White made a motion to uphold the assessed value. The motion was seconded by Commissioner Rule and carried unanimously. The hearing concluded at 2:12 p.m. An audio recording is on file in the Commissioners' Office.

#### BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR DAVID BUTKUS

The Board of County Commissioners, sitting as a Board of Equalization, met today at 2:13 p.m. to conduct a property tax assessment protest hearing for David Butkus, Account No. 29413202 0. Present were: Commissioners Pam White and Steve Rule, Assessor Brian Stender, Appraiser Roger Craig, Appraiser Chris Jacky, Sr. Admin. Specialist Jennifer Loutzenhiser, David Butkus, and Deputy Clerk Monica Reeves. David Butkus offered testimony in support of his protest application. Chris Jacky, Roger Craig and Brian Stender offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner White made a motion to adjust the value to \$391,000. The motion was seconded by Commissioner Rule and carried unanimously. The hearing concluded at 2:36 p.m. An audio recording is on file in the Commissioners' Office.

#### BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR LAWRENCE AND MARGIE CLEVERDON

The Board of County Commissioners, sitting as a Board of Equalization, met today at 2:36 p.m. to conduct a property tax assessment protest hearing for Lawrence and Margie Cleverdon, Account No. 34410000 0. Present were: Commissioners Pam White and Steve Rule, Assessor Brian Stender, Appraiser Roger Craig, Appraiser Gerri Tallabas, Sr. Admin. Specialist Jennifer Loutzenhiser, Lawrence Cleverdon, Margie Cleverdon, and Deputy Clerk Monica Reeves. Margie Cleverdon offered testimony in support of her protest application. Gerri Tallabas and Roger Craig offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner White made a motion to adjust the value to \$362,420. The motion was seconded by Commissioner Rule and carried unanimously. The hearing concluded at 2:58 p.m. An audio recording is on file in the Commissioners' Office.

#### BOARD OF EQUALIZATION – HOMEOWNER'S EXEMPTION PROTEST HEARING FOR RONALD YACAVACE

The Board of County Commissioners, sitting as a Board of Equalization, met today at 2:59 p.m. to conduct a homeowner's exemption protest hearing for Ronald Yacavace, Account No. 35607012 0. Present were: Commissioners Pam White and Steve Rule, Assessor Brian Stender, Assessor's Office Manager Karen DeLuna, Sr. Admin. Specialist Jennifer Loutzenhiser, Ronald Yacavace, and Deputy Clerk Monica Reeves. Ronald Yacavace offered testimony in support of his application. He lost his homeowner's exemption because he moved out of the house for a period of time and he is hoping to have it reinstated. Karen DeLuna offered testimony on behalf of the Assessor's Office. They received information stating the property was a rental and he was not living there. He does live there now and he has signed up to receive the exemption for next year. Following testimony, Commissioner White made a motion to uphold the Assessor's value. The motion was seconded by Commissioner Rule and carried unanimously. The hearing concluded at 3:05 p.m. An audio recording is on file in the Commissioners' Office.

**FIFTEENTH DAY OF THE JUNE TERM, A.D., 2017**  
**CALDWELL, IDAHO JUNE 30, 2017**

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

**APPROVED CLAIMS ORDER NO. 7-10-17**

The Board of Commissioners approved payment of County claims in the amount of \$4460.52, \$144,560.00 and \$30,323.73 for accounts payable.

**APPROVED CLAIMS ORDER NO. 7-17-17**

The Board of Commissioners approved payment of County claims in the amount of \$51,395.00 for accounts payable.

**LEGAL STAFF UPDATE AND CONSIDER SIGNING IDAHO DEPARTMENT OF JUVENILE CORRECTIONS, IDAHO DEPARTMENT OF HEALTH AND WELFARE, AND SOUTHWEST IDAHO JUVENILE DETENTION CENTER MEMORANDUM OF AGREEMENT TO SUPPORT CLINICAL SERVICES IN JUVENILE DETENTION FACILITIES**

The Board met today at 9:09 a.m. for a legal staff update and to consider signing the Idaho Department of Juvenile Corrections, Idaho Department of Health and Welfare, and Southwest Idaho Juvenile Detention Center Memorandum of Agreement to support clinical services in juvenile detention facilities. Present were: Commissioners Pam White and Steve Rule, Deputy P.A. Zach Wesley, Juvenile Detention Director Steve Jett, and Deputy Clerk Monica Reeves. Steve Jett said for the past 10 years the department of juvenile corrections has furnished money for a clinician to be stationed in every juvenile detention center across the

state and this is an agreement to support that. When the clinician submits an invoice he sends it to the department of juvenile corrections and they pay them directly. It's a tremendous benefit, and it is the same agreement that has been signed in previous years. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the Memorandum of Agreement to Support Clinical Services in Juvenile Detention Facilities (See Agreement No. 17-062.) With the closing of the Valley County facility there may be a little more money. At 9:13 a.m. as part of the legal staff update the Board went into Executive Session as follows:

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

Commissioner Rule made a motion to go into Executive Session at 9:13 a.m. pursuant to Idaho Code, Section 74-206(1) (d), (f) and (i) to discuss records exempt from public disclosure and attorney-client communication, communicate with legal counsel regarding pending/imminently likely litigation, and to communicate with the County's risk manager regarding pending/imminently likely claims. The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule and White voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Pam White and Steve Rule, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:30 a.m. with no decision being called for in open session. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – DISMISS TAX ASSESSMENT PROTEST FOR ART MORTGAGE BORROWER PROPCO 2006-2 LP

The Board went on the record today at 9:38 a.m. regarding the tax assessment protest for Art Mortgage Borrower Propco 2006-2 LP, Account No. 12830000 0. Present were: Commissioners Pam White and Steve Rule, Appraisal Supervisor Mike Cowan, Appraiser Darryl Spieser, Assessor Brian Stender, Chief Deputy Assessor Joe Cox, Sr. Admin. Specialist Jennifer Loutzenhiser, and Deputy Clerk Monica Reeves. The applicant did not appear for today's hearing. Mike Cowan said he requested information but the applicant failed to provide anything and their application didn't come with any information to support their claim of value. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to dismiss the protest for Art Mortgage Borrower Propco 2006-2 LP, Account No. 12830000 0. The proceeding concluded at 9:40 a.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – CONDUCT TAX ASSESSMENT PROTEST HEARING FOR KOHL'S ILLINOIS, INC.



The Board of County Commissioners, sitting as a Board of Equalization, met today at 9:40 a.m. to conduct a property tax assessment protest hearing for Kohl's Illinois, Inc., Account No. 30994105 0. Present were: Commissioners Pam White and Steve Rule, Appraisal Supervisor Mike Cowan, Appraiser Darryl Spieser, Assessor Brian Stender, Chief Deputy Assessor Joe Cox, Sr. Admin. Specialist Jennifer Loutzenhiser, and Deputy Clerk Monica Reeves. The applicant did not appear for the hearing. Mike Cowan offered testimony on behalf of the Assessor's Office. The applicant sent a packet with some information they want the Board to consider and Mr. Cowan spoke to them about possibly dismissing the case but they didn't do it so that means they may want to take this to the next level. After he reviewed the information it indicated he is probably low on the value. He said the applicant's original argument is anytime a store goes above \$90 a square foot they are told to protest it and we barely hit that mark so it triggered their tax department to review it. The requested value was \$75 per square foot but Mr. Cowan feels the rental rate is light. Since the property hasn't been looked at for four or five years and because we are taking it to the next level he feels a fair market value should be \$8.5 million. Following testimony, Commissioner White made a motion to accept the Assessor's fair market adjusted value of \$8.5 million. The motion was seconded by Commissioner Rule and carried unanimously. The hearing concluded at 9:47 a.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR HERON AID PROPCO, LLC, AND ALEXANDER AID PROPCO, LLC.

The Board of County Commissioners, sitting as a Board of Equalization, met today at 9:48 a.m. to conduct a property tax assessment protest hearing for Heron Aid Propco, Account No. 09685010 0 and Alexander Aid Propco, Account No. 35757011 0. Present were: Commissioners Pam White and Steve Rule, Appraisal Supervisor Mike Cowan, Appraiser Darryl Spieser, Assessor Brian Stender, Sr. Admin. Specialist Jennifer Loutzenhiser, and Deputy Clerk Monica Reeves. The applicant did not appear for the hearing. Darryl Spieser offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner White made a motion to uphold the assessed value on both accounts. The motion was seconded by Commissioner Rule and carried unanimously. The hearing concluded at 9:54 a.m. An audio recording is on file in the Commissioners' Office.

**SIXTEENTH DAY OF THE JUNE TERM, A.D., 2017**  
**CALDWELL, IDAHO JULY 3, 2017**

No meetings held this day.

**SEVENTEENTH DAY OF THE JUNE TERM, A.D., 2017**  
**CALDWELL, IDAHO JULY 5, 2017**

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

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Miller Creek Associates in the amount of \$6415.00 for the Solid Waste department
- Robertson Supply in the amount of \$2418.00 for the Solid Waste department

APPROVED CLAIMS ORDER NO. 7-10-17

The Board of Commissioners approved payment of County claims in the amount of \$47,794.07, \$66,785.66, \$57,412.09 and \$25,362.21 for accounts payable.

APPROVED CLAIMS ORDER NO. 1720

The Board of Commissioners approved payment of County claims in the amount of \$1,531,903.70 for a County payroll.

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

The Board approved a salary rate request and/or key & security access request form for Rebecca Coulter, Katherine Pegan and Michael Dill

BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR CTI-SSI FOOD SERVICES, LLC

The Board of County Commissioners, sitting as a Board of Equalization, met today at 1:30 p.m. to conduct a property tax assessment protest hearing for CTI-SSI Food Services, LLC, Account No. 36764010 0. Present were: Commissioners Steve Rule and Pam White, Assessor Brian Stender, Chief Deputy Assessor Joe Cox, Appraisal Supervisor Mike Cowan, Terri Pickens Manweiler, and Deputy Clerk Monica Reeves. Attorney Terri Pickens Manweiler offered testimony on behalf of the applicant. She said they appealed the 2016 decision to the board of tax appeals and they were successful in that appeal and it's now before the district court under a judicial review petition by the County. They have reached a resolution as to the 2017 tax year and if Mr. Cowan will state that for the record she is happy to confirm the terms of the agreement for the 2017 tax year. Mike Cowan offered testimony on behalf of the Assessor's Office. He read the following statement into the record: The Canyon County Assessor and attorney for the appellant, CTI-SSI Food Services, LLC, wish to enter a verbal stipulation on the record at this hearing. The stipulation being that we request the Board to reduce the 2017 assessed value to \$10,250,000, which is basically the 2016 board of tax appeals decision plus the 2016 plant expansion with the understanding

that the pending 2016 judicial review decision would apply to both 2016 and 2017 plus any new 2017 construction costs for the tax years. Therefore the 2017 assessment and taxes owed will ultimately be decided through the pending judicial review and may increase, decrease, or remain the same depending on the outcome of the judicial review. The intent is to save time and costs by only trying this case once rather than going through consecutive court hearings. Following testimony, Commissioner White made a motion to adjust the value to \$10,250,000 or whatever district court sets the value at. The motion was seconded by Commissioner Rule and carried unanimously. The hearing concluded at 1:35 p.m. An audio recording is on file in the Commissioners' Office.

#### BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR ADMIRAL BEVERAGE CORPORATION-NAMPA

The Board of County Commissioners, sitting as a Board of Equalization, met today at 1:35 p.m. to conduct a property tax assessment protest hearing for Admiral Beverage Corporation – Nampa, Account No. 62222166 0. Present were: Commissioners Steve Rule and Pam White, Assessor Brian Stender, Chief Deputy Assessor Joe Cox, Appraisal Supervisor Mike Cowan, and Deputy Clerk Monica Reeves. The applicant did not appear. Joe Cox offered testimony on behalf of the Assessor's Office. Admiral Beverage has chosen to have a new appraisal but they couldn't do it in time for today's hearing but once they get the information they want to talk to the Assessor's Office and hopefully resolve the issue before it goes to the board of tax appeals. Mr. Cox asked the Board to uphold the County's value and give them an opportunity to appeal if it cannot be resolved. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to uphold the Assessor's value with the knowledge that if they want to they can appeal it. The hearing concluded at 1:37 p.m. An audio recording is on file in the Commissioners' Office.

EIGHTEENTH DAY OF THE JUNE TERM, A.D., 2017  
CALDWELL, IDAHO JULY 6, 2017

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

#### APPROVED CLAIMS ORDER NO. 07-10-17

The Board of Commissioners approved payment of County claims in the amount of \$7103.34 for accounts payable.

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Northwest Service Technologies in the amount of \$3863.00 for the Facilities department

#### LEGAL STAFF UPDATE AND CONSIDER AGENDA ITEMS

The Board met today at 8:34 a.m. for a legal staff update and to consider agenda items. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy Clerk Drew Maffei, Clerk's Executive Administrator Taryn Peterson, Deputy P.A. Allen Shoff, Deputy P.A. Zach Wesley, Deputy P.A. Brad Goodsell and Deputy Clerk Jenen Ross. Agenda items were considered as follows:

***Consider signing Capitol Distributing and Idaho Department of Commerce support letter:*** Brad Goodsell said that a letter was recently received from Steve Fultz asking the Board to send a letter of support to the Idaho Department of Commerce regarding this potential investment in new business in Canyon County. He has prepared a letter for the Board to consider signing, Mr. Fultz has reviewed the letter and indicates it meets the requirement of what they need. Commissioner White made a motion to sign the letter. Commissioner Rule seconded the motion with Board voting unanimously to sign the support letter (a copy of this letter is on file with this day's minutes).

***Consider signing independent contractor agreements for court interpreter with Delia Gonzalez and Heather Hagen:*** Allen Shoff explained that these two agreements are to contract with Delia Gonzalez and Heather Hagen for interpretative services. Commissioner White made a motion to sign the independent contractor agreements for court interpreter with Delia Gonzalez and Heather Hagen. The motion was seconded by Commissioner Rule with the Board voting unanimously to sign the agreements (see agreement nos. 17-063 and 17-064).

#### EXECUTIVE SESSION – ACQUISITION OF AN INTEREST IN REAL PROPERTY AND RECORDS THAT ARE EXEMPT FROM PUBLIC DISCLOSURE

*Note for the record: As properly noticed the Board met today at 8:34 a.m. for a legal staff update. A request was made to go into Executive Session to discuss acquisition of an interest in real property and records that are exempt from public disclosure. The Executive Session was held as follows:*

Commissioner White made a motion to go into Executive Session at 8:42 a.m. pursuant to Idaho Code, Section 74-206(1) (c) and (d). The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley, Deputy P.A. Brad Goodsell and Deputy Clerk Jenen Ross. The Executive Session concluded at 9:06 a.m.

At the conclusion of the executive session there was a brief discussion regarding a letter to the Idaho Real Estate Services Program Manager, it is an objection to the sale of state land in

Canyon County. Commissioner White made a motion to sign the letter. The motion was seconded by Commissioner Rule with the Board voting unanimously to sign the letter (a copy of this letter is on file with this day's minutes). The meeting concluded at 9:07 a.m. An audio recording is on file in the Commissioners' Office.

#### BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR JAMES AND FILICIA MACDONALD

The Board of County Commissioners, sitting as a Board of Equalization, met today at 9:10 a.m. to conduct a property tax assessment protest hearing for James and Filicia MacDonald, Account No. 29275127 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Assessor Brian Stender, Appraisal Supervisor Barbara Wade, Appraiser Brett Hartley, James and Filicia MacDonald, and Deputy Clerk Monica Reeves. James MacDonald offered testimony on behalf of his protest application. Brett Hartley offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner Rule made a motion to uphold the assessed value. The motion was seconded by Commissioner White and carried unanimously. The hearing concluded at 9:30 a.m. An audio recording is on file in the Commissioners' Office.

#### BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR PAUL HASKEW

The Board of County Commissioners, sitting as a Board of Equalization, met today at 9:31 a.m. to conduct a property tax assessment protest hearing for Paul Haskew, Account No. 32068234 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Assessor Brian Stender, Appraisal Supervisor Barbara Wade, Appraiser Brett Hartley, Paul Haskew, and Deputy Clerk Monica Reeves. Paul Haskew offered testimony on behalf of his protest application. Brett Hartley offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner Rule made a motion to adjust the assessed value to \$481,000 based on the third-party appraisal. The motion was seconded by Commissioner Dale. Commissioner White was opposed to the motion because she supports the value of \$495,000 which was offered by the Assessor. The motion carried by a two-to-one split vote with Commissioner White casting the only dissenting vote. The hearing concluded at 9:47 a.m. An audio recording is on file in the Commissioners' Office.

#### BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR DANIEL CUSHING

The Board of County Commissioners, sitting as a Board of Equalization, met today at 9:48 a.m. to conduct a property tax assessment protest hearing for Daniel Cushing, Account No. 32419269 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Assessor Brian Stender, Appraisal Supervisor Barbara Wade, Appraiser Kathy Kinney, Dan Cushing, Cindy Cushing, and Deputy Clerk Monica Reeves. Dan Cushing and Cindy Cushing offered testimony on behalf of their protest application. Kathy Kinney and Brian Stender offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner White

made a motion to accept the adjusted value of \$354,000. The motion was seconded by Commissioner Rule and carried unanimously. The hearing concluded at 10:06 a.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR BAILEY FISHER FAMILY TRUST

The Board of County Commissioners, sitting as a Board of Equalization, met today at 10:07 a.m. to conduct a property tax assessment protest hearing for Bailey Fisher Family Trust, Account No. 29289205 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Assessor Brian Stender, Appraisal Supervisor Barbara Wade, Appraiser Brett Hartley, William David Bailey, and Deputy Clerk Monica Reeves. Brett Hartley offered an adjusted value of \$185,700. Mr. Bailey said that is acceptable to him. Following testimony, Commissioner Rule made a motion to uphold the adjusted value of \$185,700. The motion was seconded by Commissioner White and carried unanimously. The hearing concluded at 10:08 a.m. An audio recording is on file in the Commissioners' Office.

NINETEENTH DAY OF THE JUNE TERM, A.D., 2017  
CALDWELL, IDAHO JULY 7, 2017

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

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

The Board approved a salary rate request and/or key & security access request form for Beck Patrick Dengler.

MEETING TO DISCUSS THE PROCESS FOR REVIEWING THE FY2018 HISTORIC PRESERVATION FUNDING APPLICATIONS, CONSIDER SIGNING HOST SITE AGREEMENT FOR CELEBRATION PARK BETWEEN CANYON COUNTY AND LORI BERRY AND LEGAL STAFF UPDATE

The Board met today at 8:32 a.m. to discuss the process for reviewing the FY2018 Historic Preservation Funding applications, consider signing host site agreement for Celebration Park between Canyon County and Lori Berry and legal staff update. Present were: Clerk Chris Yamamoto, Controller Zach Wagoner, Deputy P.A. Zach Wesley, Parks Director Nicki Schwend, Assistant Parks Director Kathy Kershner and Deputy Clerk Jenen Ross.

***Meeting to discuss the process for reviewing the FY2018 Historic Preservation funding applications:***

Zach Wesley gave a brief overview of the process in reviewing Historic Preservation funding applications. The project, historic society or museum has to have a historic purpose and operate within the county and must also be an Idaho non-profit. The process is to have the applicants fill out an application each year with a specific project in mind. The applications are then reviewed by the Canyon County Historic Preservation Commission which will in turn make a recommendation to the Board for funding. The Historic Preservation Commission is made up of county employees along with community members, history and archeology professors from BSU and CWI, other local attorneys and architects. Once the Board adopts, changes or declines the recommendations the organization is asked to sign a funding agreement. The applicants that receive funding are required to report to the county regarding the status of their project when it's complete and what the results are. Projects need to be completed within the fiscal year in which the funds were allotted or they need to request an extension. Funds may only be used for which they were applied. Meetings for the Historic Preservation Commission take place the second Tuesday of each month unless otherwise noted, the grant writing workshop happens each May, and every June the Historic Preservation Commission meets to review and discuss the applications. Zach Wagoner said he has not yet seen the recommendations for FY2018 and asked for a copy of those. Ms. Schwend provided a spreadsheet with the recommendations; at this time the total recommended amount is \$85,996.51. There are some applications that were received after the deadline; the Board said that as long as funding is available they are okay to consider the late applications for funding.

***Consider signing host site agreement for Celebration Park between Canyon County and Lori Berry:***

Director Schwend explained Ms. Berry will stay onsite in exchange for electricity and act as a camp host in the evenings. This agreement clearly defines the boundaries of her daytime job of being a park technician and her evening job of being a camp host. Commissioner White made a motion to sign the host site agreement for Celebration Park between Canyon County and Lori Berry. The motion was seconded by Commissioner Rule with the Board voting unanimously to sign the agreement (see agreement no. 17-065).

***Legal staff update:***

A request was made to go into Executive Session to discuss a personnel matter and records exempt from public disclosure. The Executive Session was held as follows:

**EXECUTIVE SESSION – PERSONNEL MATTER AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE**

Commissioner Rule made a motion to go into Executive Session at 8:51 a.m. pursuant to Idaho Code, Section 74-206(1) (b) and (d). The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley, Deputy P.A. Brad Goodsell, Deputy P.A. Mike Porter, HR Director Sue Baumgart and Deputy Clerk

Jenen Ross. Mr. Goodsell left at 8:52 a.m. and Ms. Baumgart and Mr. Porter left at 8:55 a.m. The Executive Session concluded at 9:00 a.m. with no decision being called for in open session.

The meeting concluded at 9:00 a.m. An audio recording is on file in the Commissioners' Office.

#### BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR TERRY HENRICKSON

The Board of County Commissioners, sitting as a Board of Equalization, met today at 9:06 a.m. to conduct a property tax assessment protest hearing for Terry Henrickson, Account Nos. 23027000 0, 23028000 0, 28863000 0, 23029010 0, 23025000 0, 23026000 0, 28873000 0, 28871010 0, 28870011 0 and 28871012 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Assessor Brian Stender, Chief Deputy Assessor Joe Cox, Sr. Admin. Specialist Jennifer Loutzenhiser, Appraiser Chris Jacky, Terry Henrickson and Deputy Clerk Jenen Ross. Mr. Henrickson offered testimony in support of the protest application. Chris Jacky offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner Rule made a motion to grant a 20% reduction on each parcel. The motion was seconded by Commissioner White and carried unanimously. The hearing concluded at 9:25 a.m. An audio recording is on file in the Commissioners' Office.

#### BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR TIMOTHY S. FARRELL

The Board of County Commissioners, sitting as a Board of Equalization, met today at 9:25 a.m. to conduct a property tax assessment protest hearing for Timothy S. Farrell, Account No. 25675505 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Assessor Brian Stender, Appraiser Chris Jacky, Sr. Admin. Specialist Jennifer Loutzenhiser, Timothy Farrell, Chief Deputy Assessor Joe Cox and Deputy Clerk Jenen Ross. Mr. Farrell offered testimony in support of the protest application. Chris Jacky and Joe Cox offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner Rule made a motion to uphold the assessed value. The motion was seconded by Commissioner White and carried unanimously. The hearing concluded at 9:40 a.m. An audio recording is on file in the Commissioners' Office.

#### BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR LARRY LEIGHTON BENJAMIN SR.

The Board of County Commissioners, sitting as a Board of Equalization, met today at 9:41 a.m. to conduct a property tax assessment protest hearing for Larry Leighton Benjamin Sr., Account No. 12677000 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy Assessor Joe Cox, Sr. Admin. Specialist Jennifer Loutzenhiser, Larry Leighton Benjamin Sr. and Deputy Clerk Jenen Ross. Mr. Benjamin offered testimony in



support of the protest application. Joe Cox offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner White made a motion to reduce the appraised value by \$22,425. The motion was seconded by Commissioner Rule and carried unanimously. The hearing concluded at 9:49 a.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR PARMA FURNITURE COMPANY, INC.

The Board of County Commissioners, sitting as a Board of Equalization, met today at 9:50 a.m. to conduct a property tax assessment protest hearing for Parma Furniture Company, Inc., Account No. 19355000 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy Assessor Joe Cox, Appraisal Supervisor Mike Cowan, Sr. Admin. Specialist Jennifer Loutzenhiser, Shelby Hillyard on behalf of Parma Furniture Company, Inc. and Deputy Clerk Jenen Ross. Ms. Hillyard offered testimony in support of the protest application for Parma Furniture Company, Inc. Joe Cox offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner Rule made a motion to reduce the appraised value by \$15,576. The motion was seconded by Commissioner White and carried unanimously. The hearing concluded at 9:55 a.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR CLIFF PEARSON

The Board of County Commissioners, sitting as a Board of Equalization, met today at 9:55 a.m. to conduct a property tax assessment protest hearing for Cliff Pearson, Account No. 18547000 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy Assessor Joe Cox, Sr. Admin. Specialist Jennifer Loutzenhiser and Deputy Clerk Jenen Ross. Mr. Pearson was not in attendance. Joe Cox offered testimony on behalf of Mr. Pearson and the Assessor's Office. Following testimony, Commissioner White made a motion to reduce the appraised value by \$67,200. The motion was seconded by Commissioner Rule and carried unanimously. The hearing concluded at 9:57 a.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR WONG PACKAGING

The Board of County Commissioners, sitting as a Board of Equalization, met today at 9:57 a.m. to conduct a property tax assessment protest hearing for Wong Packaging, Account No. 38794000 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy Assessor Joe Cox, Sr. Admin. Specialist Jennifer Loutzenhiser and Deputy Clerk Jenen Ross. No representatives for Wong Packaging were in attendance. Joe Cox offered testimony on behalf of Wong Packaging and the Assessor's Office. Following testimony, Commissioner Rule made a motion to reduce the appraised value by \$454,000. The motion

was seconded by Commissioner White and carried unanimously. The hearing concluded at 9:59 a.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR PLEXUS NAMPA LLC

The Board of County Commissioners, sitting as a Board of Equalization, met today at 10:06 a.m. to conduct a property tax assessment protest hearing for Plexus Nampa LLC, Account No. 31016000 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Appraisal Supervisor Mike Cowan, Chief Deputy Assessor Joe Cox, Sr. Admin. Specialist Jennifer Loutzenhiser, Caroline Miner with Altus Group on behalf of Plexus Nampa LLC and Deputy Clerk Jenen Ross. Ms. Miner offered testimony in support of the protest application for Plexus Nampa LLC. Mike Cowan offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner Rule made a motion to uphold the assessed value. The motion was seconded by Commissioner White and carried unanimously. The hearing concluded at 10:24 a.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR SORRENTO LACTALIS INC.

The Board of County Commissioners, sitting as a Board of Equalization, met today at 10:25 a.m. to conduct a property tax assessment protest hearing for Sorrento Lactalis Inc., Account No. 30424000 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Appraisal Supervisor Mike Cowan, Chief Deputy Assessor Joe Cox, Sr. Admin. Specialist Jennifer Loutzenhiser, Caroline Miner with Altus Group on behalf of Sorrento Lactalis Inc. and Deputy Clerk Jenen Ross. Ms. Miner offered testimony in support of the protest application for Sorrento Lactalis Inc. Mike Cowan offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner White made a motion to uphold the assessed value. The motion was seconded by Commissioner Rule and carried unanimously. The hearing concluded at 10:34 a.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – ASSESSOR ADJUSTMENTS TO 2017 CERTIFIED VALUES - #1

The Board met today at 10:34 a.m. to consider value adjustments as recommended by the Assessor's Office. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Assessor Brian Stender, Sr. Admin. Specialist Jennifer Loutzenhiser and Deputy Clerk Jenen Ross. Brian Stender presented the Board with a list of recommended adjustments and stated that the values have been accepted by the landowners. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to accept the Assessor Adjustments to 2017 Certified Values - #1 (recorded as instrument

no. 2017-027919). The meeting concluded at 10:37 a.m. An audio recording is on file in the Commissioners' Office.

#### CONSIDER SIGNING SOLICITATION OF INTEREST FOR THE HISTORIC PRESERVATION PLAN CONSULTANT

The Board met today at 1:34 p.m. to consider signing solicitation of interest for the Historic Preservation Plan Consultant. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Zach Wesley and Deputy Clerk Jenen Ross. Zach Wesley explained this solicitation of interest is on behalf of the Parks department. The parks department recently received a grant to update the County's Historic Preservation Plan. The solicitation is asking for proposals for a plan update and it will be sent to the seven certified planners that are on the state registry. There is almost \$9000 available thru the grant so no formal RFP or RFQ process is required due to the limited spending on the project. Commissioner White made a motion to sign the solicitation of interest for the Historic Preservation Plan Consultant. The motion was seconded by Commissioner Dale and carried unanimously. The meeting concluded at 1:36 p.m. An audio recording is on file in the Commissioners' Office.

#### BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR SCOTT LATTIMER

The Board of County Commissioners, sitting as a Board of Equalization, met today at 1:40 p.m. to conduct a property tax assessment protest hearing for Scott Lattimer., Account Nos. 15038244 0 and 15038243 0. Present were: Commissioners Tom Dale and Pam White, Appraiser Darryl Speiser, Chief Deputy Assessor Joe Cox, Sr. Admin. Specialist Jennifer Loutzenhiser, Scott Lattimer and Deputy Clerk Jenen Ross. Joe Cox read Mr. Lattimer's protest testimony into the record at Mr. Lattimer's request. Darryl Speiser and Joe Cox offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner White made a motion to reduce the assessed value by \$13,000 with the new total assessed value at \$176,430 on parcel no. 15038243 0 and to uphold the assessed value on parcel no. 15038244 0. The motion was seconded by Commissioner Dale and carried unanimously. The hearing concluded at 2:19 p.m. An audio recording is on file in the Commissioners' Office.

#### BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR RSA AVANTI LOGAN LLC

The Board of County Commissioners, sitting as a Board of Equalization, met today at 2:20 p.m. to conduct a property tax assessment protest hearing for RSA Avanti Logan LLC., Account No. 01452000 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Appraiser Darryl Speiser, Appraisal Supervisor Mike Cowan, Sr. Admin. Specialist Jennifer Loutzenhiser, Lowell Vaughn on behalf of RSA Avanti Logan LLC and Deputy Clerk Jenen Ross. Mr. Vaughn offered testimony in support of the protest application for RSA

Avanti Logan LLC. Darryl Speiser and Mike Cowan offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner White made a motion to uphold the assessed value. The motion was seconded by Commissioner Rule and carried unanimously. The hearing concluded at 2:37 p.m. An audio recording is on file in the Commissioners' Office.

#### BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR CANYON HILL CHURCH OF THE NAZARENE

The Board of County Commissioners, sitting as a Board of Equalization, met today at 2:38 p.m. to conduct a property tax assessment protest hearing for Canyon Hill Church of the Nazarene, Account No. 04222000 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy Assessor Joe Cox, Sr. Admin. Specialist Jennifer Loutzenhiser, Brad Jackson on behalf of Canyon Hill Church of the Nazarene and Deputy Clerk Jenen Ross. Mr. Jackson offered testimony in support of the protest application for Canyon Hill Church of the Nazarene. Jennifer Loutzenhiser and Joe Cox offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner White made a motion not to grant the exemption. The motion was seconded by Commissioner Rule and carried unanimously. The hearing concluded at 2:53 p.m. An audio recording is on file in the Commissioners' Office.

#### BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR COLUMBIA GARDENS

The Board of County Commissioners, sitting as a Board of Equalization, met today at 3:01 p.m. to conduct a property tax assessment protest hearing for Columbia Gardens, Account No. 02147000 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy Assessor Joe Cox, Appraisal Supervisor Mike Cowan, Sr. Admin. Specialist Jennifer Loutzenhiser, Geoff McConnell and Corey Checketts on behalf of Columbia Gardens and Deputy Clerk Jenen Ross. Mr. McConnell and Mr. Checketts offered testimony in support of the protest application for Columbia Gardens. Joe Cox, Jennifer Loutzenhiser and Mike Cowan offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner Rule made a motion to uphold the assessed value. The motion was seconded by Commissioner White and carried unanimously. The hearing concluded at 3:44 p.m. An audio recording is on file in the Commissioners' Office.

#### BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR CJM LLLP

The Board of County Commissioners, sitting as a Board of Equalization, met today at 3:44 p.m. to conduct a property tax assessment protest hearing for CJM LLLP, Account No. 18013000 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Appraiser Darryl Speiser, Sr. Admin. Specialist Jennifer Loutzenhiser and Deputy Clerk Jenen Ross. No representatives for CJM LLLP were in attendance. Darryl Speiser offered

testimony on behalf of the Assessor's Office. Following testimony, Commissioner Rule made a motion to adjust the assessed value to \$4.6 million. The motion was seconded by Commissioner White and carried unanimously. The hearing concluded at 3:46 p.m. An audio recording is on file in the Commissioners' Office.

#### BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR SELKIRK LLC

The Board of County Commissioners, sitting as a Board of Equalization, met today at 3:46 p.m. to conduct a property tax assessment protest hearing for Selkirk LLC, Account No. 62222130 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Sr. Admin. Specialist Jennifer Loutzenhiser and Deputy Clerk Jenen Ross. No representatives for Selkirk LLC were in attendance. Jennifer Loutzenhiser offered testimony on behalf of the Assessor's Office stating that they received a letter from this organization asking for the assessed value to be upheld. Following testimony, Commissioner White made a motion to uphold the assessed value. The motion was seconded by Commissioner Rule and carried unanimously. The hearing concluded at 3:48 p.m. An audio recording is on file in the Commissioners' Office.

#### BOARD OF EQUALIZATION – ASSESSOR ADJUSTMENTS TO 2017 CERTIFIED VALUES - #2

The Board met today at 3:48 p.m. to consider value adjustments as recommended by the Assessor's Office. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Assessor Brian Stender, Sr. Admin. Specialist Jennifer Loutzenhiser and Deputy Clerk Jenen Ross. Brian Stender presented the Board with a list of recommended adjustments and stated that the values have been accepted by the landowners. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to accept the Assessor Adjustments to 2017 Certified Values - #2 (recorded as instrument no. 2017-028074). The meeting concluded at 3:49 p.m. An audio recording is on file in the Commissioners' Office.

THE MINUTES OF THE FISCAL TERM OF JUNE 2017 WERE READ AND APPROVED AND FOUND TO BE A PROPER RECORD OF THE PROCEEDINGS OF THE BOARD OF CANYON COUNTY COMMISSIONERS, CANYON COUNTY IDAHO. DATED THIS 7<sup>TH</sup> DAY OF SEPTEMBER, 2017 BY COMMISSIONERS STEVEN J. RULE, PAM WHITE AND TOM DALE; ATTEST: CHRIS YAMAMOTO, CLERK, J.ROSS, DEPUTY CLERK

FIRST DAY OF THE JULY TERM, A.D., 2017  
CALDWELL, IDAHO JULY 10, 2017

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

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Safe Restraints Inc. in the amount of \$1362.12 for the Sheriff's Office
- ESRI, Inc. in the amount of \$8550.00 for the Information Technology department

#### OFFICE STAFF MEETING

The Board met today at 8:34 a.m. for an office staff meeting. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Sr. Administrative Specialist Jamie Miller and Deputy Clerk Jenen Ross. Review of the upcoming week agenda with staff. No other topics were addressed and no decisions were called for. The meeting concluded at 8:42 a.m. An audio recording is on file in the Commissioners' Office.

#### CONSIDER SIGNING INDEPENDENT CONTRACT AGREEMENT FOR COURT INTERPRETER MERCEDES LUPERCIO, CONSIDER SIGNING AGREEMENT FOR NOXIOUS WEED CONTROL AND COOPERATIVE AGREEMENT FOR GOPHER CONTROL AND LEGAL STAFF UPDATE

The Board met today at 9:03 a.m. to consider signing an independent contract agreement for court interpreter Mercedes Lupercio and an agreement for noxious weed control and cooperative agreement for gopher control and to conduct a legal staff update. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Allen Shoff Chief Deputy Clerk Drew Maffei (left at 9:06 a.m.), Executive Administrator Taryn Peterson (left at 9:06 a.m.) and Deputy Clerk Jenen Ross.

***Consider signing independent contract agreement for court interpreter Mercedes Lupercio:*** Mr. Shoff explained this is an individual who does interpreting for the county and this agreement is similar to the independent contractor agreements that have been previously signed. Ms. Peterson said that Ms. Lupercio is not yet on the state roster because she has not filled out her application and asked to be on the roster. Ms. Lupercio's scores are good enough to be on the roster and she can be conditionally approved to be on the roster for 2 years. In September she will test up but just needs to complete the paperwork. Commissioner White made a motion to sign the independent contract agreement for court interpreter Mercedes Lupercio. Commissioner Rule seconded the motion with the Board voting unanimously to sign the agreement (see agreement 17-068).

***Consider signing agreement for noxious weed control and cooperative agreement for gopher control:*** Allen Shoff said both these agreements are with the Idaho Transportation Department and are essentially the same agreements as previous years. The county preforms the labor and provides the materials and the state reimburses the county. Commissioner Rule made a motion to sign the cooperative agreement for gopher control and noxious weed control. Commissioner White seconded the motion with the Board voting unanimously to sign both agreements (see agreement nos. 17-066 and 17-067).

***Legal staff:*** Commissioner Dale asked about the meeting scheduled for this Wednesday regarding a potential crisis center in Canyon County; this meeting is currently listed as an executive session to discuss real property. Commissioner Dale is not aware of any proposals to purchase property and does not think this meeting should be held in executive session. Mr. Shoff agreed that if it is just a discussion on the possible creation of a crisis center that would be better suited for a public meeting. The meeting concluded at 9:10 a.m. An audio recording is on file in the Commissioners' Office.

#### BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR WAL-MART REAL ESTATE BUSINESS TRUST

The Board of County Commissioners, sitting as a Board of Equalization, met today at 9:35 a.m. to conduct a property tax assessment protest hearing for Wal-Mart Real Estate Business Trust, Account Nos. 32497010 0, 32275000 0 and 08522100 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Assessor Brian Stender, Chief Deputy Assessor Joe Cox, Appraisal Supervisor Mike Cowan, Sr. Admin. Specialist Jennifer Loutzenhiser and Deputy Clerk Jenen Ross. No representatives for Walmart were in attendance. Mike Cowan offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner Rule made a motion to uphold the assessed value on parcels R32275000 and R08522100 and to adjust the value of parcel R32497010 to \$85 sq./ft. from \$62.30 sq./ft. The motion was seconded by Commissioner White and carried unanimously. The hearing concluded at 9:43 a.m. An audio recording is on file in the Commissioners' Office.

#### BOARD OF EQUALIZATION – ASSESSOR ADJUSTMENTS TO 2017 CERTIFIED VALUES - #3

The Board met today at 9:43 a.m. to consider value adjustments as recommended by the Assessor's Office. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Assessor Brian Stender, Sr. Admin. Specialist Jennifer Loutzenhiser and Deputy Clerk Jenen Ross. Brian Stender presented the Board with a list of recommended adjustments and stated that the values have been accepted by the landowners. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to accept the Assessor Adjustments to 2017 Certified Values - #3 (recorded as instrument no. 2017-028075). The meeting concluded at 9:45 a.m. An audio recording is on file in the Commissioners' Office.



SECOND DAY OF THE JULY TERM, A.D., 2017  
CALDWELL, IDAHO JULY 11, 2017

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

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Corwin Ford in the amount of \$5897.60 for the Fleet department
- Right! Systems, Inc. in the amount of \$2298.88 for the Information Technology department

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

The Board met today at 8:32 a.m. for a biweekly meeting with the Facilities Director and the Assistant IT Director to discuss general issues, set policy, and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Facilities Director Paul Navarro, Assistant Director of IT Eric Jensen, IT Business Analyst Don Brown, and Deputy Clerk Monica Reeves. Topics of discussion for the facilities department included the following: Martin's landing, the dietary cooler in the jail; he is gathering bids for Anderson Corner; request to construct a lactation room in the Sheriff's Office; work is being done at the fairgrounds on the charolais barn, swine pens and goat pens; the air conditioning unit failed so fans have been brought in while work is done to fix the AC unit; and he will talk with Diana Sinner about whether 22nd Avenue road will be closed during the fair. Topics of discussion for the IT department included the following: A business analyst position has been approved and the first round of interviews have been completed with a promising candidate scheduled to come in next week; on July 7 they upgraded the firewall for additional security to the network which will increase internet speed and improve reliability. Commissioner Dale said when the BOCC email address receives spam emails he contacts IT to report it. Don Brown said there are kinds of spam that come to the canyonco.org address but less than 20% make it through. Idaho Tower is going up and they are getting radios set up at the maintenance building and the fairgrounds; they are ahead of schedule on the fairground network speed; there's a 30-day notification time period and when that's done we should have increased reliability and speed on the fairgrounds side; they are working on the language line for the Title VI compliance; modifications have been made to the server room. (During this meeting there were

technological problems and the recording system stopped working therefore an audio recording of this meeting is not available.) The items discussed were general in nature and did not require Board action. The meeting concluded at 8:53 a.m.

MEETING TO CONSIDER AUTHORIZING BOCC CHAIRMAN TO SIGN DESIGNATION OF APPLICANTS AGENT FORM FROM STATE EMERGENCY RELIEF FUND, AND CONSIDER SIGNING ACKNOWLEDGEMENT LETTER FOR THE STATE OF IDAHO OFFICE OF EMERGENCY MANAGEMENT

The Board met today at 9:04 a.m. to consider authorizing the Board of Commissioners Chairman to sign the designation of applicants agent form from the State Emergency Relief Fund, and to consider signing the acknowledgement letter for the State of Idaho Office of Emergency Management. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. Sam Laugheed said the state agent form identifies Lt. Schorzman and Controller Zach Wagoner as the primary and secondary agents on the County's behalf in terms of applications for the emergency relief funds and it authorizes them to fill out applications for assistance on behalf of the County and in dealing with the state on these matters. The second document is the acknowledgment of the aid request that's been submitted and the finding that the County does qualify for the public assistance program for the grant monies per FEMA and that we had not applied for individual assistance programs. We are agreeing that we are not applying on behalf of individuals for assistance but that the County is entitled to it and we are saying that Controller Wagoner and Lt. Schorzman are our agents. Zach Wagoner said the emergency relief fund has awarded us \$45,000 so completing the document will allow us to request a check and be reimbursed for the river repairs. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to authorize the chairman to sign the documents. The meeting concluded at 9:09 a.m. An audio recording is on file in the Commissioners' Office.

FILE IN MINUTES

The Board filed the Treasurer's monthly report for May 2017 in today's minutes.

THIRD DAY OF THE JULY TERM, A.D., 2017  
CALDWELL, IDAHO JULY 12, 2017

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

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Bargreen Ellingson in the amount of \$3100.00 for the Facilities department

#### APPROVED CLAIMS ORDER NO. 7-13-17

The Board of Commissioners approved payment of County claims in the amount of \$31,882.60 for accounts payable.

#### CONSIDER INDIGENT DECISIONS

The Board met today at 8:51 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale and Pam White, Indigent Services Director Yvonne Baker, Indigent Customer Service Specialist Robin Sneegas, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to issue initial denials with a written response in 30 days for the following cases: Case Nos. 2017-1144, 2017-1185, 2017-1119, 2017-1293, 2017-1161, 2017-1029, 2017-1133, 2017-0988, 2017-1258, 2017-1145, 2017-1034, 2017-1174, 2017-1117, 2017-1173, 2017-1146, 2017-1148, 2017-1182, 2017-1180, 2017-0993, 2017-1143, 2017-1183, 2017-1175, 2017-1169, 2017-1184, and 2017-1179. The meeting concluded at 8:53 a.m. An audio recording is on file in the Commissioners' Office.

#### FY2018 TENTATIVE BUDGET MEETING FOR THE PROSECUTOR'S OFFICE

The Board met today at 1:30 p.m. for the FY2018 tentative budget meeting for the Prosecutor's Office. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, Chief Deputy Clerk Drew Maffei, Prosecutor Bryan Taylor, Chief Civil Deputy P.A. Sam Laugheed, PA Office Manager Melinda Longoria, and Deputy Clerk Monica Reeves. Prosecutor Taylor gave an overview of his budget and reviewed the statutory duties of the office. He spoke about how the practice of Child Protection Act (CP) terminations changed under the previous public defender and how they have been engaging in more full blown civil discovery and doing interrogatories and practices and it's generating a lot more work. He doesn't know if the trend will continue with the new public defender and the new magistrate who will oversee that calendar but it's something to consider. Sam Laugheed said in the past they have had MOU's with public defenders and others in the private bar that allowed them to bypass a lot of those discovery issues but under the previous public defender they aren't able to have those MOUs anymore but hopefully with the new magistrate judge and public defender they can talk about streamlining the process. He said it's arguably unduly adversarial; the cases are supposed to be about the best interest of the children, which usually a group of likeminded people can agree what the best interest is, and it requires judicial leadership and the strong working relationship between the public defender and the Prosecuting Attorney and hopefully with the new changes we can get back to that. Prosecutor Taylor said the public defender has

requested 11 positions and if they are approved it could have a ripple effect on the whole court system and he will have to ask for additional positions as well. He reported that last year the Prosecutor's Office processed about 17,000 cases, and the public defender was at 9,800. He had asked for two support staff: one for CPA's and one for victim services, but due to the discussions about putting a moratorium on new positions he will make do with what he has. Controller Wagoner said the removal of the two positions will reduce the budget by \$132,000. Prosecutor Taylor asked for an additional part-time position and said he is also looking at summer interns, which not only offsets the additional costs of asking for Deputy PA's but helps with the recruiting pool as well. He spoke about how creation of additional line items in his budget shows how the money is being spent. If there is a moratorium on new positions and if his request for two part-time positions is approved his budget will change by about \$44,000, excluding the salary compensation plan. Clerk Yamamoto said in his suggested budget they will address the staffing levels of the County and he will have some specific comments relative to the staffing of the Prosecutor's Office and the Public Defender Department. Commissioner Rule asked why the computer equipment costs are split into two separate line items. Controller Wagoner said two separate lines are needed if the initial purchase price is greater than \$5,000 and they have a have a separate line to track it, which helps for financial reporting purposes. Commissioner Rule asked about the assets forfeiture account. Prosecutor Taylor said it's related to drug seizures and as the monies come in it can only be used for drug related training, investigations and other matters. Controller Wagoner said year-to-date there's been over \$17,000 that goes into an account that they hold and monitor; the monies are only spent based on what comes in. The meeting concluded at 2:07 p.m. An audio recording is on file in the Commissioners' Office.

#### MEETING WITH IDAHO LEGISLATURE REPRESENTATIVES TO DISCUSS LOCAL LEGISLATIVE PRIORITIES

The Board met today at 3:00 p.m. for a meeting with Idaho Legislature Representatives to discuss local legislative priorities, specifically the possibility of having a crisis center in Canyon County. The meeting took place in the Administration Building located at 111 N. 11<sup>th</sup> Avenue in Caldwell. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Prosecutor Bryan Taylor, Clerk Chris Yamamoto, Controller Zach Wagoner, Chief Deputy Clerk Drew Maffei, Representative Rick Youngblood, Representative Christy Perry, Senator Jeff Agenbroad, Indigent Services Director Yvonne Baker, Robin Sneegas from Indigent Services, Corey Surber from Saint Alphonsus Health System, Amy Stahl from St. Luke's, Jared Tatro from Health and Welfare, Kyle Rooks from Terry Reilly Health Services, Kim Deugan from AAFV, Heather Taylor from Region III Mental Health, Tom Bowman and Lori Bowman from Canyon County Community Clinic, Sarah Andrade and Dennis Baughman from Lifeways, Nikki Zogg from Southwest District Health, Lt. Joey Hoadley from the Caldwell Police Department, Captain Curt Shankel from the Nampa Police Department, Cpl. Aaron Shreiber from the Nampa Police Department, Don Schultze, the Director of Canyon Wellness Clinic/Recovery Center, Torrie Cope from the Idaho Press-Tribune, and Deputy Clerk Monica Reeves. Representative Rick Youngblood said over the last several years the state has funded \$1.5 million per year as seed money to get crisis centers started in Idaho Falls, Coeur d'Alene, and Twin Falls and for the Boise area as well. He has seen the work and funds

being distributed but it came to light several weeks ago when they did a JFAC tour and he had the privilege of seeing the Coeur d'Alene crisis center and it struck him: do we take care of people from the police level or emergency level at the hospital? He asked Jared Tatro to speak to the funding issue. Mr. Tatro said this goes back to 2014 when there was a request for three centers in Idaho Falls, Boise, and Coeur d'Alene but when brought to the legislature the details weren't really there but Senator Schmidt was integral in pushing the envelope and they ran legislation. The legislature was saying these benefit hospitals, jails and the state through the state hospital system and that's true with other crisis centers around the country. In Idaho Code it states there is to be non-state support whether in-kind or financial. When the first center was approved, Idaho Falls was selected and their contract said in two years they will submit a plan on how they will get to 50%, and that plan was submitted last year and they said they could take a 10% reduction. Coeur d'Alene has to submit a report this year on how they're going to get down to the 50%. The contract Health and Welfare made them sign said eventually the goal is to get to 50% because the department's plan was once four centers are fully funded they will stop asking, but the writing's on the wall that the first centers are not going to get to 50%, and if we're waiting for that to happen before Nampa or Caldwell can be considered then we're going to be waiting for several years. It's up to the JFAC members and the legislature to decide what the match will be: 50/50, 80/20, 90/10. That's where it sits when it comes to the appropriation. He said \$1.52 million ongoing has been provided for four centers and they each received \$200,000 on a onetime basis to renovate, remodel, or purchase a building. Currently the Coeur d'Alene center is operating at the \$1.5 million and because of the \$50,000 grant they received they are \$90,000 ahead. Idaho Falls has only been spending \$1.2 or \$1.3 million so when they took that 10% cut they cut what they weren't using anyway, but that money still sits in Health and Welfare. JFAC and the legislature didn't touch that \$1.5 million, they reused it for other things on a onetime basis, but the money is there so that when new centers come along the money is there. If Coeur d'Alene can come in with 10% they will go up from \$300,000 to \$400,000 but we don't know yet. Twin Falls is not far behind and Boise will eventually get there. Mr. Tatro spoke about the models. Twin Falls is fiscally contracted with the health district but they basically have contracted with a private company to manage all of the operations which is what Idaho Falls has done as well, where as in Coeur d'Alene it's Kootenai Health that has the contract and so in essence the idea is you can share staff between the two when needed. The biggest difference is: you take a private company that is running it versus having a hospital run it. Cori Surber said having Allumbaugh House as a starting place and having a great partner in Terry Reilly, who was uniquely suited to run the program, when they applied for a crisis center in Boise it only made sense to use the efficiencies and funding partners they already had. She said it's not hospital based but it is hospital supported. Corporal Aaron Schreiber said the big difference between contract-based employees and hiring out to the company is you're getting whatever the contractor supplies to you versus active, knowledgeable, up-to-date trained people. Prosecutor Bryan Taylor said perhaps someone can give a summation of the purpose of a crisis center and discuss: 1) how would it impact all the partners here? 2) is this what we want to do? 3) what model are we looking for? And, 4) how do we fund it? Heather Taylor said it will be from different perspectives on what a crisis center can do. When someone from her staff responds to crises calls and it's someone who presents as anxious or upset and the option is you put together a quick plan and they go back home, or they go in the hospital involuntarily or maybe both. It ends up being a huge amount of time

for staff, law enforcement, and the ER staff. She sees a crisis center as a much lower cost option for people and once word gets out that it's there maybe people can get there on their own instead of entangling the legal system in a very costly and disruptive process for everybody. Captain Curt Shankel said their options are limited, they respond and do a limited assessment to find out if they are a threat to themselves or others, or greatly disabled. If they are placed in custody the officers will take them to the ER, they get checked and from there they contact a Region 3 designated examiner and then they have to find the bed space sometimes at West Valley or Boise, and sometimes Twin Falls. He said they had 321 mental holds last year and every year we do more. So far this year Nampa has had 173 mental holds. Prosecutor Taylor said Canyon County has had 50 in the last 11 days. Heather Taylor said Canyon County carries the brunt of it; the numbers for 2016 for Canyon County was just under 1,000, the next highest number was Payette County with 60. Commissioner Dale asked of the 1,000 people who were put into the judicial system how many could've been diverted from an involuntary hold to a crisis center. Corporal Schreiber estimates it to be 50%. A crisis center is for the sad guy, not the disturbed guy. It's for the person that has ideation, a bad day or decompensating under mental health and they need somewhere to go so they can get the counselling and resources they need versus having to go to an ER and then on to a mental health facility through either a doctor, an initiated mental hold, or a law enforcement mental hold. Part of the problem with going to the hospital for some of these folks is there's a stigma to it and so they seek help by going to the ER. They go to the crisis centers voluntarily or their family takes them there and a lot of times law enforcement will take them there where they have staff counsellors and RN's on staff. The disturbed guys are the ones that end up in here regardless, but hopefully we can stop the sad guys from spiraling downward in a crisis and get them before they become a mental problem. He said Coeur d'Alene employed 5.5 security guards on staff and they have a narrow deputization that evaporates once they leave the facility but with that deputization they are able to place someone who is decompensating at the center on a mental hold and walk them across the campus and put them in the hospital and that takes law enforcement out of the equation. Clerk Yamamoto said the human component is important but the other factor is money. Recently the County reopened the budget and added \$800,000 to the indigent budget mostly because of involuntary holds but we don't know if that's enough and it's in addition to what was already budgeted. Don Schultze said nobody goes to the ER because they want to, they don't have other options and if you have a crisis center you can catch these issues before they become hospitalizations and that goes even for the disturbed because many times people will have hard times and they'll be working with it until they can't handle it anymore. Representative Christy Perry said we are causing our own expense because we've only made one option available and money could be better spent in other ways. She said the legislature has always been very supportive of it, agree with you there are better ways of treating them humanly and creating a better system and open it up to the public. A crisis center is the first point of entry and the idea is to stabilize the person and then give them the resources, but resources are lacking across the entire the state and nation and that's a constant conversation people are working on at the legislative level to try to address it. Tom Bowman said we need continued collaboration with law enforcement, counselling, medical services and Health and Welfare where if we put a crisis center together we have to know where they go when they leave. How does it work to take care of the individual? That has to be one of the strong components. A crisis center is extremely important because it will take care of a

need as long as we know what to do when we are done so they don't go back to the center when they are done. Regarding what funding model we want, Lori Bowman said we will spend less being proactive rather than reactive, however, if we put more energy into preventing the crisis situation to keep them from the situation where they have to go into a house. If they go to a crisis center there has to be warm handoffs because you can't just say here's a list of resources, you need personnel to say "this is John, he can use your services" and introduce them. Cori Surber said we need to partner with the state on discussions on how we address that primary and preventative care issue, whether it is a state-based solution or something that uses our federal dollars. Representative Youngblood said we have huge players in this market and we need to look at how to bring them to the table as far as putting something together. The model included three centers with no more until those three were fully sufficient but that could be 10 years from now but if we can get the seed money and not ask the legislature for the full \$1.5 million then we might have an opportunity to convince them that we should be in that mix to put something together. Commissioner White asked if the local buy-in has to be cash or can it be a location or a structure. If we need bonding capabilities with societal emergency means then the legislature has to take a look at the 66 2/3% to pass because it's next to impossible and we cannot continue to hang this on the backs of the people. There are other ways the legislators can help at a different level and that would be where they would give us a break with some funding opportunities. Also, we need to structure exactly what we want our crisis center to do; she doesn't want a homeless shelter or drug rehabilitation center because we have those capabilities elsewhere. It would be incredible if we can get the directors from those other crisis centers to tell us what made this work and what lessons they learned. Commissioner Rule said someone should be able to provide us with data that shows the affect it's had on mental holds because we have to justify the use of tax dollars for the program. Amy Stahl said they have data from the centers in terms of the impact and their working group has been collecting data from the indigency fund, law enforcement and a variety of sources and they also have a history of collaboration between the health system and the nonprofit partners so there's a pretty good mix. Representative Perry said there have been voices in the legislature to get it in Canyon County and it's been a struggle because the rest of the state views us as part of Boise so that's why we have been losing out on the battle. She said we need to be as close to self-sufficient as possible, and we don't need the legislature's permission to have a crisis center; the only reason the legislature gets involved is because of funding but if we can figure that out we won't need the legislature. Commissioner Dale said one of the great powers we have is that of partnership and there are sufficient resources available in this room to make this happen next year. If we figure out a model, found a location, and put a plan together it would not break anybody's budget to add the equitable amount if we shared it all. We need to figure out what we want, how much it will cost and commit to fund it and then if we get it down the road we can go do the legislature and say we have a successful model that's working and we want to ask for some of our tax money back that we are already paying to you to help fund this. Jared Tatro said when the statute was being developed the very last section added a financial piece because when we have another recession crisis centers will receive a cut. If the state is to pay the lion's share just like it does with the Allumbaugh House and that financial piece isn't there and it's just in-kind you will have to cut services or not have a 24/7 center. Paying for utilities, in-kind services, or having a donated facility is great, but at the end of the day someone has to pay the salaries. Commissioner Dale said if we can create a

model that is self-sufficient we could put the indigency dollars to better use by putting it into a crisis center. Clerk Yamamoto said we need a crisis center, but we also need a new jail and with a population of 211,000 we also have needs at the DMV and driver's license complex and it becomes a matter of priorities because there is "X" amount of dollars to go around. He would love to be a part of it, but it all boils down to what we can afford and when can we do it. Taxes are pretty high so we have some work to do and with the priorities we have in front of us we'd have to determine what we're going to ask taxpayers to pay for. Cori Surber said the funding for Allumbaugh House was approved as we were headed into a recession and there were holdbacks so the state amount was cut immediately and the partners had to step up in times of funding gaps. The struggle with a broad partnership and the commitment that needs to be made is that partners step in together and stay together because it becomes very difficult when you have your distribution of contribution and a partner steps back from that. There has to be a foundation of trust and commitment and willingness. She doesn't see that the County would have to bear that much, we should hold the state legislature to task. As far as location, they have a couple of facilities that can go on the list for consideration as they moved their hospital from the 12<sup>th</sup> Avenue facility, so there is space there and at another clinic in Nampa as well. Ms. Surber has heard of the possibility that the County may try to bond for a crisis center to be collocated with a corrections facility but she advised against that because it needs to be a therapeutic place people will want to check themselves into and not have the stigma attached to it. Representative Youngblood said today's meeting was to investigate the possibility of having a crisis center for this region and he'd ask that the working group provide some information at the next meeting. Amy Stahl said the group has been gathering information and looking at the models and what is being proposed in Lewiston and it would help drive this issue if the group could reconvene and provide data and look at what we are missing. Senator Agenbroad said we have to get the data together and understand what's going on in the other centers but he doesn't want to take somebody else's model and plant it here and expect it to succeed. We need to learn from the other successes and failures and then fund it correctly by getting creative and not always relying on the federal, state or local government, but private enterprise. As a member of JFAC and the Health and Welfare Committee he gets to see both sides. He cautioned the group to not put too much faith in the state funding this; it has to be started at the local level. Lori Bowman said there are grants for rural areas like Canyon County that are underserved and with all these groups working toward the same goal a funder is more likely to get on board with our grant proposal because of the solid foundation. Nikki Zogg said there are five other counties in the region and that could magnify our voice. Representative Youngblood said we should be referring to it as Region III center rather than a Canyon County center. The meeting concluded 4:13 p.m. An audio recording is on file in the Commissioners' Office.

FOURTH DAY OF THE JULY TERM, A.D., 2017  
CALDWELL, IDAHO JULY 13, 2017

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



### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Caldwell Glass in the amount of \$1876.02 for the Information Technology department
- CDW in the amount of \$3370.98 for the Information Technology department

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

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

### INDIGENT MATTERS

The Board met today at 9:01 a.m. to consider indigent matters. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Indigent Hearing Generalist Kellie George and Deputy Clerk Jenen Ross. Upon the motion by Commissioner White and second by Commissioner Rule the Board voted unanimously to issue a final determination of denial for Case Nos. 2017-911, 2017-790 and 2017-923 with a written decision to be issued within 30 days. Upon the motion of Commissioner Rule and second by Commissioner White the Board voted unanimously to issue a final decision of approval for Case No. 2015-1160 with a written decision to be issued within 30 days. Upon the motion by Commissioner White and second by Commissioner Rule the Board voted unanimously to issue a final denial for Case No. 2016-1058 with a written decision to be issued within 30 days. The meeting concluded at 9:05 a.m. An audio recording is on file in the Commissioners' Office.

### MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-327

The Board met today at 9:12 a.m. to conduct a medical indigency hearing for Case No. 2016-327. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Steven De Ville with St. Alphonsus, Attorney Bryan Nickels for St. Alphonsus and Deputy Clerk Jenen Ross. The applicant did not appear. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to issue a final approval with a written decision to be issued within 30 days. The hearing concluded at 9:15 a.m. An audio recording is on file in the Commissioners' Office.

### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-609

The Board met today at 9:22 a.m. to conduct a medical indigency hearing for Case No. 2017-609. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Steven De Ville with St. Alphonsus, Attorney Bryan Nickels for St. Alphonsus, the applicant appeared via teleconference and Deputy Clerk Jenen Ross. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to continue the case to December 14, 2017. The hearing concluded at 9:37 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-0720

The Board met today at 9:43 a.m. to conduct a medical indigency hearing for Case No. 2017-0720. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Kelly Hobza for St. Luke's, Attorney Mark Peterson for St. Luke's and Deputy Clerk Jenen Ross. The applicant did not appear. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to continue the case to August 10, 2017. The hearing concluded at 9:52 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-334

The Board met today at 9:53 a.m. to conduct a medical indigency hearing for Case No. 2017-334. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Michelle Davis for St. Luke's, Attorney Mark Person for St. Luke's, and Deputy Clerk Jenen Ross. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to continue the case to September 7, 2017. The hearing concluded at 10:00 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY MATTERS

The Board met today at 10:00 a.m. to consider medical indigency matters. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George and Deputy Clerk Jenen Ross. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to issue final denials for Case Nos. 2017-688, 2017-729, 2017-743, 2017-808, 2017-496 and 2017-749 with written decisions to be issued within the next 30 days. Upon the motion by Commissioner White and second by Commissioner Rule the Board voted unanimously to issue a final approval for Case No. 2017-689 with the written decision to be issued within the next 30 days. Upon the motion by Commissioner White

and second by Commissioner Rule the Board voted unanimously to issue a continuance to September 7, 2017 for Case No. 2017-0767.

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

Commissioner Rule made a motion to go into Executive Session at 10:00 a.m. pursuant to Idaho Code, Section 74-206(1)(i). The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George and Deputy Clerk Jenen Ross. The Executive Session concluded at 10:09 a.m. with no decision being called for in open session.

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

LEGAL STAFF UPDATE; CONSIDER SIGNING THE FY2017 REQUEST FOR PROPOSALS FOR CANYON COUNTY POLLING PLACES COMPLIANCE CONSULTANT; AND CONSIDER SIGNING THE FY2017 CANYON COUNTY MICROWAVE CONNECTIVITY PROJECT REQUEST FOR PROPOSALS ADDENDUM

The Board met today at 10:16 a.m. for a legal staff update and to consider signing the FY2017 Request for Proposals for Canyon County Polling Places Compliance Consultant, and the FY2017 Canyon County Microwave Connectivity Project Request for Proposals Addendum. Present were: Commissioners Tom Dale and Pam White, Clerk Chris Yamamoto, Chief Deputy Clerk Drew Maffei, Deputy P.A. Mike Porter, Deputy P.A. David Eames, Deputy P.A. Allen Shoff, Assistant IT Director Eric Jensen, and Deputy Clerk Monica Reeves. Commissioner Steve Rule arrived at 10:19 a.m. Mike Porter said the RFP is for a consultant to help identify areas where we are doing well and where we could improve as far as polling place ADA compliance. Last year the US Attorney's Office and the Department of Justice let us know they were going to serve our polling places, along with the polling places in Ada County and 240 counties all over the U.S. They came back with recommendations for improvements and we've been negotiating back and forth about our interpretation of the ADA and what needs to be done and what doesn't and at this point, from a legal perspective, the PA's Office agrees with the Clerk and strongly recommends moving forward to find an outside expert who can tell us what we need, what we don't, and how best to get there for the most reasonable cost. He believes the Clerk has put monies in his budget for next fiscal year for this project. Clerk Yamamoto said he has been in contact with the firm Ada County utilized and the job they have currently precludes them from wanting to take this on so we need to go through the RFP process and see what's out there. He thinks the County is in good shape with ADA compliance but he thinks the Department of Justice is overreaching by wanting to have everything preapproved by the DOJ which he believes will result in the loss of authority and the integrity of Canyon County elections. The RFP proposes to have a third-party consultant expert to mitigate the concerns of the Department of Justice and keep us

out of court. He has budgeted \$40,000 for the project. Clerk Yamamoto was hopeful this would fade away with the new Presidential Administration but so far it hasn't. He has sent letters to the Idaho Congressional Delegation and copied the Idaho Secretary of State, the Attorney General and the President of the United States. He has no issue with providing ADA access to voters but this is taking it way too far. Mr. Porter said the DOJ let us know that litigation is a possibility and we want to be well ahead with documentation and efforts to show if that were to happen that we have done everything in our power to be compliant. Clerk Yamamoto wants to know how our polling places were targeted, but there is zero information. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to sign the FY2017 Request for Proposals for Canyon County Polling Places Compliance Consultant.

The next item considered was the addendum for the Microwave Connectivity RFP Project. Allen Shoff said the project will connect various facilities and build a tower at one location and connect them via microwave links for stronger and more stable internet connectivity. The RFP signing occurred on June 2, and written questions were received from potential bidders and they will be answered in the addendum. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the FY2017 Canyon County Microwave Connectivity Project Request for Proposals Addendum.

As part of the legal staff update the Board went into Executive Session as follows:

#### EXECUTIVE SESSION – PERSONNEL MATTER

Commissioner White made a motion to go into Executive Session at 10:29 a.m. pursuant to Idaho Code, Section 74-206(1) (b) to discuss a personnel matter. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Mike Porter, Deputy P.A. David Eames, Deputy P.A. Allen Shoff, and Deputy Clerk Monica Reeves. The Executive Session concluded at 10:34 a.m. with no decision being called for in open session.

An audio recording of the open discussion is on file in the Commissioners' Office.

#### CONSIDER SIGNING INDIGENT DEFENSE GRANT AGREEMENT FORM

The Board met today at 1:34 p.m. to consider signing the indigent defense grant agreement form. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Interim Public Defender Krista Howard and Deputy Clerk Jenen Ross. Ms. Howard explained the indigent defense grant awards an amount of \$431,102.31, which was awarded on June 23<sup>rd</sup>. This form just needs to be signed to accept the grant. Ms. Howard believes the grant will be paid out in one lump sum on or about October 1, 2017. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to sign the indigent defense grant form. The meeting concluded at 1:38 p.m. An audio recording is on file in the Commissioners' Office.

#### MEETING WITH LOREN ANDERSON TO DISCUSS PROPERTY LINE ISSUES

The Board met today at 2:00 p.m. for a meeting with Loren Anderson to discuss property line issues. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy Assessor Joe Cox, Assessor Brian Stender, Loren Anderson and Deputy Clerk Jenen Ross. Mr. Anderson explained he's owned the property for 12-13 years with the idea that the property could sustain his own home along with two other homes for his parents. When he purchased the property he was told by "everyone" that it was a very do-able thing to have 3 homes on the property but once he got to the zoning commission he was told it wasn't do-able. At the time, his home was on the property along with a second dwelling that was a conditional use permit that had to be paid for every year. When he tried to get another conditional use permit for an additional home he was told he could not have a second conditional use permit at that time. In the end they ended up meeting extensively with representatives from DSD and it was decided to build an addition to his home. He was advised that the addition would have to be attached to his home so it would be a single family residence; the addition included a garage and 1200 square feet of living space. A couple years ago he tried to get a consolidation loan and the question was asked how the property was zoned which was rural residential with one extra unit. The additional unit is assigned a zero dollar value as it is a conditional use permit and was not real property at the time. The loan was denied because a third party appraiser concluded, with help from the Assessor's office, that his home is two separate dwellings. The Assessor's office shows this as three separate residences and he's been told that with a letter from the county stating he's in compliance he should be okay to get the loan but it has been denied three times and told it's an illegal use of the property. A few weeks ago he spent a day trying to clear this up and ended up changing the conditional use permit to real property. He paid for a certificate of occupancy for the main home and the paperwork that goes with that from what was done in 1997 by the former owner. He spoke with Roger Craig in the Assessor's office and explained that he needs the main structure to be drawn as one unit instead of two; Mr. Craig asked him to come back in a week to discuss further. A month later he spoke to Joe Cox and was told this can't be drawn as two units. The bank asks what the use of the property is and are getting conflicting information from DSD and the Assessor's office; DSD shows the use as two units and the Assessor's office shows three. By the definition of DSD it is one rural residential structure because it is hooked together and you can enter any room from anywhere going in any door. That is how he was told by DSD that the addition would need to be built. What Mr. Anderson would like as a resolution would be to have three residences as part of the legal description or that it gets changed to two and the legal description matches. Joe Cox explained that sometimes the biggest difference between the two offices is that DSD has property zoned a certain way but the Assessor's office assesses it for its actual functional use. On this particular property, it was explained to Mr. Cox by Tricia Nilsson in DSD, that the main home is considered one unit based upon the fact that you can move from living unit one to living unit two without going outside so it did not meet the definition of a duplex and therefore they consider it one unit. The Assessor's office looks at its actual and functional use which they see as two living units, each living unit is independent from the other. The Assessor's office sees this as three living units. To be considered a duplex by DSD, a firewall would need to be constructed between the living units. Brian Stender said this structure is assessed as they would assess any other structure with a similar set up with the garage in the middle. Commissioner Rule questioned what

the options or solutions are. Joe Cox explained that it's complicated because the bank sends out a third party representative to assess the property and that's where it's getting hung up because the appraiser is saying it's three units but the bank looks at and sees it's a non-conditional use. Mr. Cox feels the solution is to change the conditional use to the way they are actually functionally using the property to a legal use. Commissioner Dale feels the only options are to either declare this as one building or change the zoning. Joe Cox doesn't feel that changing this into one building will change the bank appraiser's opinion of what's going on, he thinks that a rezone would be the better way to go or for Mr. Anderson to speak with his banker to find out what they'd like to see with this property. Mr. Anderson said he's spoken with 3 different bankers and they've all told him they just want to see the paperwork match. Commissioner Dale recommends speaking with legal and finding out what the county needs to do in order for DSD to make their records match the Assessor's and the functional use of the property and get a zoning designation that fits. Joe Cox said he would get in touch with Brad Goodsell in the PA's office to inform him of this discussion. The meeting concluded at 2:27 p.m. An audio recording is on file in the Commissioners' Office.

#### RECEIVE CLERK'S FY2018 SUGGESTED BUDGET

The Board met today at 2:34 p.m. to receive the Clerk's FY2018 suggested budget. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Chief Deputy Clerk Drew Maffei, Controller Zach Wagoner, Prosecutor Bryan Taylor, Chief Civil Deputy P.A. Sam Laugheed, Chief Deputy Sheriff Marv Dashiell, Interim Chief Public Defender Krista Howard, Director of Misdemeanor Probation Jeff Breach, Torrie Cope from the Idaho Press-Tribune, and Deputy Clerk Monica Reeves. Controller Wagoner reviewed an 18-page PowerPoint with highlights as follows:

- Coroner's budget includes \$36,000 for the purchase of a vehicle
- County Fair has unfunded a position; the other expenses increase is for continued Capital improvement investments in the building
- County fleet increase is largely due to up-fitting public safety vehicles
- There is a decrease in emergency communications. It's funded by E911 fees and is restricted in its use. In FY2017 \$750,000 was budgeted for the purchase of communications equipment and that's why it has decreased for FY2018.
- General budget is up; the reserve amount was increased for unanticipated events by \$250,000.
- HR budget is down; they have unfunded one position for FY2018
- Indigent medical care increased by \$1 million for involuntary mental commitments and provider payments.
- Parks, Cultural & Natural Resources budget has been increased for a well for the museum, a truck, and two side-by-sides.
- The Sheriff has agreed to un-fund three positions and that has cleared up \$250,000. Also included is \$750,000 for vehicles, which is a \$450,000 increase from FY2017. Commissioner White asked if the un-funding will create a weak spot within the

Sheriff's Office. Controller Wagoner said he met with Chief Deputy Sheriff Marv Dashiell and he felt comfortable unfunding three positions. Clerk Yamamoto said that is budgeted dollars, not actual dollars. They were funded but unfilled and they made a concerted effort to take those off the rolls. They are taking a look at ongoing employee costs and that's what drove him to say we need to freeze new positions and we're going to cut everything we can. Commissioner Rule asked how much budget money was turned in by all departments at the end of 2016, specifically by the Sheriff's Office. Controller Wagoner said generally around 10% doesn't get used, the Sheriff's Office turned in \$1.4 million.

- Tort fund increase is tied to higher employee counts.
- TCA expenses budget is down and that's where the lateral transfer where interpreter services expenses were moved to the court clerks.
- Waterways budget was increased for a boating grant.
- Two special taxing districts: Pest Control budget is \$209,000, and the Melba Gopher District budget is \$12,000.

There were requests for additional personnel. The Recorder's Office asked for one fulltime position; the PA asked for two fulltime, one part-time, and two interns; IT asked for one fulltime position; TCA asked for two fulltime positions and one part-time position; Juvenile Probation, Misdemeanor Probation and Pest Control each requested one additional position; the Public Defender asked for 11 fulltime positions; the Parks Department asked for three part-time positions. The initial cost would have been around \$1.5 million. Clerk Yamamoto said they looked at the workload and whether revenue will cover it and the Recorder's Office can show the workload is needed and that the revenue will more than pay for the position, but in the final analysis where we are looking at \$1.5 million in new positions they thought the best course of action was to have a freeze on new positions.

The number of employees paid in July 2013 was 744 at a total salary amount of \$1.1 million; in 2017 there were 841 employees with a total salary amount of \$1.5 million. Budget detail for FY2013-FY2018 shows our investment in personnel has increased 46% since 2013. Nearly \$20 million more was budgeted in 2018 than in 2013 for personnel. We have an operating expenditure budget of \$90 million with \$32 million coming from revenue from sources other than property tax. \$49,978,570 came from property tax revenue. A key number is the amount levied for the indigent fund and the suggested amount to be levied for the indigent fund is \$9,450,000. Last year \$2.1 million was levied. Those are expenses we are mandated to cover and largely are funded by property tax. It also included \$916,000 in other revenue in the indigent fund that would be the public defense grant and other collections by the staff and any repayments we receive through the court for public defense services.

Clerk Yamamoto said this year's budget didn't decrease because of three areas: employee compensation, benefits, and indigent costs. Commissioner Dale said there were a number of things that were delayed and at some point the bill comes due for vehicle purchases, insurance payments that get put off, and because the County spent down the fund balance of the health insurance program to a dangerous level. He believes this is a reasonable conservative budget that takes care of the people and the assets we have and lays a foundation for moving forward. Clerk Yamamoto said there are several factors involved and

at one time we had \$10 million in the health insurance fund and we took it down to nothing. Controller Wagoner said one of the peak budgets included a \$5 million purchase by the landfill for land across the road and onetime items that were budgeted that never came to pass in those peak budgets. This budget is different; we are talking about actual increasing costs, specifically related to indigent services. Clerk Yamamoto said when the public defender was outsourced it was a little over \$2 million and it's doubled since then. Commissioner White said the employee compensation plan has given us a consistent and defensible method by which to retain and recruit people. It is fair and equitable and most importantly there is justification because of the committee that worked on the compensation study and the method by which it's used. Commissioner Dale said we don't want to be in the position we were in a couple years ago where we had to make an incredible jump in employee compensation where \$4 million was added in one year to try to catch up. We were in the hole with the employee health insurance fund and the increase in the health insurance program represents somewhere around a 5% annual increase over the seven years where there was no increase. Commissioner Rule said the suggested budget is the most liberal budget he's been part of in 11 years and he urged Commissioners Dale and White to take a conservative approach to it. Commissioner Dale said this is a conservative approach which takes care of what you own and looks forward to the future so you can anticipate and plan for costs that are coming up, it is not an approach that does not spend. It pays for what the costs actually are and that's our goal – take care of the taxpayers, provide services, and try to control the costs as best we can.

Controller Wagoner said for FY2018 the County has the statutory authority to levy over \$53 million in property tax and that includes our 3%, allowance for new construction, and foregone amounts for prior years. The suggested property tax request is just under \$50 million, which is \$3.5 million below what we could levy. Of that amount \$4.7 million is previously foregone property tax increases that will be utilized to fund a statutorily mandated indigent services, including indigent public defense and medical care. Over the past 10 years the County has left \$64 million in property tax payments. When we didn't need the cash and when we had onetime expenditures we chose to burn through fund balance, but we are now in a different phase where we have ongoing permanent expenditures that need to be dealt with. He said in order to address what we are statutorily required to pay for he feels this is the appropriate property tax request. Clerk Yamamoto said he is aware of no other taxing entity that can say they have left \$64 million in the taxpayers' pockets. Controller Wagoner said the estimated tax levy rate for 2018 is .0044 and that's 10% lower than 2011's rate and a 4.5% increase from 2017's rate. Total funding for the FY2018 suggested budget is \$90,027,854.

There are two days scheduled next week for follow-up discussion and hopefully by Friday it will be solidified with a tentative budget signed on July 24. Commissioner Rule said the Board hasn't addressed the possibility of real estate acquisition in this budget. Commissioner White said she spoke to the Controller about that issue, and Clerk Yamamoto said they left the \$6 million assigned intact for that reason. The meeting concluded at 3:40 p.m. An audio recording is on file in the Commissioners' Office.



CALDWELL, IDAHO JULY 14, 2017

No meetings were held.

SIXTH DAY OF THE JULY TERM, A.D., 2017  
CALDWELL, IDAHO JULY 17, 2017

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

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Abatement Pro in the amount of \$14,500.00 for the Facilities department
- Henrickson/Butler Design Group in the amount of \$3430.00 for the Prosecutor's office
- Idaho Survey Group in the amount of \$4500 for the Solid Waste department

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

The Board approved a salary rate request and/or key & security access request form for Joe Dorn and Jennifer Brock

#### COMMISSIONERS' OFFICE STAFF MEETING

The Board met today at 8:33 a.m. for an office staff meeting. Present were: Commissioners Tom Dale and Steve Rule, Sr. Administrative Specialist Jamie Miller and Deputy Clerk Jenen Ross. The Board reviewed this week's schedule with staff. The meeting concluded at 8:39 a.m. An audio recording is on file in the Commissioners' Office.

#### PUBLIC HEARING – REQUEST BY JOHN RAFF FOR A REZONE OF FROM AN AGRICULTURAL ZONE TO A RURAL RESIDENTIAL ZONE

The Board met today at 1:31 p.m. to conduct a public hearing in the matter of a request by John Raff, Case No. PH2017-16, for a rezone of approximately 7.76 acres from an "A" (Agricultural) zone to an "R-R" (Rural Residential) zone. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Planner Jennifer Almeida, John Raff, and Deputy Clerk Monica Reeves. The subject property, Parcel No. R30606-010 is located at 217 S. McDermott Rd., Nampa, Idaho, in a portion of the SE ¼ of Section 29, T3N, R1W, BM, Canyon County,

Idaho. Jennifer Almeida gave the oral staff report. The applicant is seeking a rezone to allow the property to be divided into three residential lots. The P&Z Commission recommended approval of the Rezone on May 18, 2017, and staff is recommending approval of the request. John Raff stated he wants to divide the property into three sections and father-in-law will maintain a portion and they will split the others equally between Mr. Raff and his brother-in-law. No one appeared in opposition to the request. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to close public testimony. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to approve the rezone. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to approve the ordinance (See Ordinance No. 17-010) and the Findings of Fact, Conclusions of Law, and Order. The hearing concluded at 1:39 p.m. An audio recording is on file in the Commissioners' Office.

#### CONSIDER SIGNING A RESOLUTION TO CHANGE THE TITLE OF ONE POSITION IN THE MAINTENANCE DEPARTMENT

The Board met today at 2:02 p.m. to consider a resolution to adopt changes to the title of one position in the maintenance department, a housekeeper position to a maintenance technician position. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Facilities Director Paul Navarro, HR Generalist Jennifer Allen, and Deputy Clerk Monica Reeves. Director Navarro currently has an opening for a janitorial employee but he wants to switch it to a maintenance employee; the pay scale is slightly different but in this case there won't be any change in pay. In looking at the project list for next year with potential capital projects for courtrooms, painting projects, fencing projects and if we purchase real estate of some kind there could be remodeling done there too and they will be in desperate need in the maintenance division. They also have an opening for a part-time position and the housekeeping supervisor said she'd be willing to take that part-time employee and give us the fulltime employee to use for maintenance. Jennifer Allen said from an HR perspective there aren't any problems with this request, it's just simply changing a title. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to approve the resolution adopting changes to the title of one position in the maintenance department. (See Resolution No. 17-137.) The meeting concluded at 2:04 p.m.

SEVENTH DAY OF THE JULY TERM, A.D., 2017  
CALDWELL, IDAHO JULY 18, 2017

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

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

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

#### APPROVED CLAIMS ORDER NO. 7-25-17

The Board of Commissioners approved payment of County claims in the amount of \$127,977.87 and \$86,353.03 for accounts payable.

#### APPROVED CLAIMS ORDER NO. 7-21-17

The Board of Commissioners approved payment of County claims in the amount of \$1190.00 for accounts payable.

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

The Board met today at 8:05 a.m. for a monthly meeting with Administrative District Judge and Trial Court Administrator to discuss general issues. Present were: Commissioners Tom Dale and Steve Rule, Judge Brad Ford, TCA Doug Tyler and Deputy Clerk Jenen Ross. Judge Ford said that he just finished with the administrative conference that was held last week in northern Idaho where FY2019 budget priorities were discussed; the highest priority being the implementation of Odyssey and ICourts. A secondary priority is language access and making it attainable throughout the state. They've met with the Clerk and Paul Navarro to evaluate the cost of renovating benches on the 3<sup>rd</sup> floor courtrooms; at this time the costs seem to be substantially less than originally anticipated. Doug Tyler said he will be meeting soon with the Controller and believes most of the money is available in the maintenance fund and there won't be a need to request additional funds. Judge Ford and Mr. Tyler will work to get a breakdown of the numbers to present to the Board; additionally Mr. Tyler said that the state is still working on their budget numbers and although he is hopeful to receive funds from the state he is not expecting that we actually will. Judge Ford said the magistrate selection is starting now and interviews will be conducted on August 11<sup>th</sup> and he anticipates the selection will be made at that time. He has also entered an order appointing 3 people to come up with a list of names to submit to the committee for the Public Defender vacancy. His understanding is that they will interview on July 26<sup>th</sup> with Mr. Wellman heading up the interviews. The Board can expect names to be submitted shortly after the interviews are complete. Judge Ford has been making himself available for the jail needs group and him and Judge Sullivan will go over to the jail today. The meeting concluded at 8:16 a.m. An audio recording is on file in the Commissioners' Office.

## BIWEEKLY MEETING WITH THE HUMAN RESOURCES DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION

The Board met today at 8:48 a.m. for a biweekly meeting with the Human Resources Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Steve Rule, HR Director Sue Baumgart, Training & Development Specialist Nichole Ahlstrom, Deputy P.A. Zach Wesley (arrived at 8:54 a.m.) and Deputy Clerk Jenen Ross. Ms. Baumgart updated the Board on the following items: She would like to join the Idaho Hispanic Chamber of Commerce in order to have the opportunity to post jobs in their newsletter to reach out to the Hispanic population. Ms. Baumgart presented the application to the Board letting them know we'd be at the bronze membership level which is \$1500 a year. She feels it's a good way to support to the community and it would also help meet the Title VI requirements. Commissioner Dale likes the idea of being able to reach out to the community and meeting the Title VI requirements. Commissioner Rule asked if it's a county-wide organization or state-wide organization. Ms. Ahlstrom explained it's focused on the county but not confined to just the county. Zach Wesley explained that when they met with ITD last year it was suggested it would be a good idea to have job postings out where they reach specific communities and in order to post in Idaho Hispanic Chamber of Commerce newsletter you must be a member. After a review was done last year by ITD the county was found in compliance but a letter was sent suggesting things we could do in addition to what is already being done. Commissioner Dale feels this is a good way to reach out to the Hispanic community, and this is a pretty inexpensive way to do that vs. facing litigation. Commissioner Rule does not feel comfortable spending tax dollars to join this chamber when he feel like this is something the county is already doing since we're not out of compliance and we're open to any culture coming here to work if they can do the job. Mr. Wesley said going thru this process and having this conversation is an important exercise to go thru in realizing this was a potential resource that was investigated and found to have a substantial cost that to it that we don't have in other arenas when looking to post jobs. Commissioner Dale asked if there are other avenues that have been looked at and asked who is part of their membership and the number of members and wonders how many job applicants would actually see the job posting. The original idea was to have the job postings up on a wall at the Hispanic Cultural Center in Nampa but in order to do that you have to join the chamber. Commissioner Dale feels like some kind of arrangement could be worked out to pay per use. Director Baumgart said she would work to find more information to answer the Board's questions. Ms. Ahlstrom gave a review of the wellness plan she has been working on. They are working on a 3-year plan that includes the following:

- Year 1: Analyze, Educate and Communicate
  - Establish baseline statistics
  - Enhance wellness education and benefits communication
  - Engage employees in Wellness Fairs to be held in October
- Year 2: Employee Engagement Opportunities
  - Quarterly challenges
  - Quarterly training opportunities

- Continue Wellness Fair and benefits education
- Year 3: Evaluate, Continue, Re-align
  - Evaluate results, participation and statistics
  - Determine what has worked and what hasn't
  - Re-align programs to achieve goals

The meeting concluded at 9:11 a.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE AND CONSIDER AGENDA ITEMS

The Board met today at 9:11 a.m. for a legal staff update and to consider agenda items. Present were: Commissioners Tom Dale and Steve Rule, Chief Deputy Appraiser Joe Cox, Beth Ineck with the City of Nampa, Deputy P.A. Brad Goodsell, Deputy P.A. Zach Wesley, HR Director Sue Baumgart, Fair Director Diana Sinner, Facilities Director Paul Navarro and Deputy Clerk Jenen Ross. The agenda items were considered as follows:

##### ***Consider signing legal notice and ordinance establishing county criteria for granting property tax exemptions pursuant to Idaho Code § 63-602NN:***

Brad Goodsell said there are two documents for consideration; one is the adoption of an ordinance establishing criteria for granting property tax exemptions under Idaho code 63-602NN and the second is a legal notice of that to be published in the Idaho Press-Tribune. The ordinance would become effective on the date of publication. There have been several meetings with the Board regarding this issue and were forwarded a draft copy of the most recent version which is the version being considered today; all the issues and questions have been worked out between planners, the Assessor's office and legal. Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to sign the ordinance establishing county criteria for granting property tax exemptions pursuant to Idaho Code 63-602NN and the legal notice pertaining to that ordinance (see ordinance no. 17-009).

##### ***Consider signing a resolution to issue a refund for a building permit to Foothills Construction:***

Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to sign the resolution issuing a refund for a building permit to Foothills Construction (see resolution no. 17-138).

#### EXECUTIVE SESSION – PERSONNEL MATTER, ACQUISITION OF AN INTEREST IN REAL PROPERTY AND RECORDS THAT ARE EXEMPT FROM PUBLIC DISCLOSURE

*Note for the record: As properly noticed the Board met today at 9:11 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter, acquisition of an interest in real property and records that are exempt from public disclosure. The Executive Session was held as follows:*

Commissioner Rule made a motion to go into Executive Session at 9:27 a.m. pursuant to Idaho Code, Section 74-206(1) (b), (c) and (d). The motion was seconded by Commissioner

Dale. A roll call vote was taken on the motion with Commissioners Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Zach Wesley, Deputy P.A. Brad Goodsell, HR Director Sue Baumgart, Fair Director Diana Sinner, Facilities Director Paul Navarro and Deputy Clerk Jenen Ross. Mr. Wesley, Ms. Baumgart and Ms. Sinner left at 9:32 a.m. The Executive Session concluded at 9:36 a.m. with no decision being called for in open session. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

#### FILE IN MINUTES

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

#### MONTHLY MEETING WITH DIRECTORS OF JUVENILE PROBATION AND MISDEMEANOR PROBATION TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION

The Board met today at 10:22 a.m. for a monthly meeting with Directors of Juvenile probation and Misdemeanor Probation to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Steve Rule, Director of Misdemeanor Probation Jeff Breach, Chief Juvenile Probation Officer Elda Catalano and Deputy Clerk Jenen Ross.

*Ms. Catalano updated the Board on the following items:* She recently had 2 employees at the Juvenile POST Academy, they reported on Sunday and will be there until August 4<sup>th</sup>. The annual Juvenile Justice Association Conference is going to be held September 10-12 in Moscow, ID; they have received 8 scholarships to attend this conference so 7 employees will be attending. The scholarships pay for the registration as well as accommodations, the only cost to the county will be the per diem. She has been working with HR to finalize the new employee evaluation template, it has been a lot of work but it's coming together and they'll be utilizing it in August/September to complete annual evaluations. The Truancy Prevention event is coming up on August 5<sup>th</sup>. They have received a lot of support and more financial support than they originally anticipated; along with the kick-ball tournament there will be community service providers in attendance and free hot dogs, hamburgers and drinks will be offered. With the additional funding they received they are thinking of purchasing some school supplies or doing a raffle for the families that attend.

*Mr. Breach updated the Board on the following items:* They will be having their PO Appreciation BBQ next Wednesday the 26<sup>th</sup>, the Board is invited to attend. In August the Community Service Officer will be going on FMLA leave so arrangements are being made to cover her duties. There is some LSI training coming up in which they've partnered with Ada County. It is a statewide effort to put all PO's thru the new 3-day LSI training. Since neither county can afford to close their offices for 3 days straight they're working together to break up the training between each county and include both Valley and Elmore counties. There is a jury trial coming up next week where a couple of PO's will be testifying. For the time being they have suspended the use of discretionary time, except in extreme cases, due to jail overcrowding. There was recently a complaint from the City of Homedale regarding a

community service incident; the offender was there to do community service but he was sent to a for-profit organization and the hours couldn't be accepted. Commissioner Dale asked Ms. Catalano about some paperwork she dropped off regarding the Conference on Victims of Crime. She explained that a group of non-profits are wanting to organize an MDT (Multi-Disciplinary Team) to address issues of human trafficking. There have been a lot of issues in this area and the FBI along with other agencies are putting on a 4 day training and she has been asked to participate. As a team they would like to apply for a scholarship to attend a conference in New Orleans to develop some protocols. Ms. Catalano presented the scholarship application for the Board's consideration. Commissioner Dale said he thought this conference sounded good and signed the scholarship application (a copy of the application is on file with this day's minute entry). The meeting concluded at 10:36 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 2:23 p.m. for a monthly meeting with the Interim Public Defender to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Steve Rule, Interim Public Defender Krista Howard, Office Administrator Deepak Budwani and Deputy Clerk Jenen Ross. Ms. Howard updated the Board on the following items: There is a case coming up where the PD's office has been appointed to sit second-chair to the client's private counsel. It is Ms. Howard's opinion that you cannot have both private counsel and appointed counsel so she is in the process of sorting that out with Judge Ryan. A review of budget numbers to this point with a detailed breakdown of conflict counsel, transcripts and evaluations, minutes spent on cases, caseloads, types of cases, open cases and cases in specialty courts.

#### EXECUTIVE SESSION – PERSONNEL MATTER

*Note for the record: As properly noticed the Board met today at 2:23 p.m. for a monthly meeting with the Interim Public Defender. A request was made to go into Executive Session to discuss a personnel matter. The Executive Session was held as follows:*

Commissioner Rule made a motion to go into Executive Session at 2:51 p.m. pursuant to Idaho Code, Section 74-206(1) (b). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale and Steve Rule, Interim Public Defender Krista Howard, Office Administrator Deepak Budwani and Deputy Clerk Jenen Ross. The Executive Session concluded at 3:01 p.m. with no decision being called for in open session.

An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

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

The Board met today at 3:12 p.m. for a monthly meeting with the Solid Waste Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Steve Rule, Solid Waste Director David Loper and Deputy Clerk Jenen Ross. Director Loper updated the Board on the following items: Waste amounts were up 13.18% for May and 18.48% for June and Saturdays are averaging 700 cars. He has received a few complaints about lines on Saturdays and he's working to address those issues. The bio-solids pilot program has started and they've received two loads from the City of Nampa. He is keeping track of each load to see how it handles, smells, operator issues, etc. and at the beginning of each week the City of Nampa's waste water treatment center will send him a spreadsheet with the percent solids of each load so he can get a feel for the wetness and compare it to the data he collects. So far it's going well and they have not encountered any issues. They recently completed the process of abandoning monitoring well PB-3. All the appropriate permits were obtained from IDWR and Adamson Well Drilling preformed the work. The household hazardous waste event went well; Director Loper estimates they served about the same amount of people as last year with the average wait time being between 15-45 minutes. Next year he will require the contractor putting on the event be ready to take customers 30 minutes before the event is set to start. He has received the final executed consent order for Title V permit; he now has 120 days to get the application in. He has the draft application and anticipates having it reviewed by the end of the week and plans to have it into DEQ by mid-August. Mr. Loper is in the process of updating the operations plan, it will need to be submitted to the health district next year. Once the operation plan is complete they will have to go out for public comment so he will work with Brad Goodsell at that point. Director Loper would like to hire a temporary heavy machinery operator as he's had a worker out on medical leave for the past several months. This time of the year it's extremely busy and they really do need that additional person. He has worked with Sue Baumgart and Mike Porter regarding this and they've advised him to look at the temporary agencies to see if they have those types of resources. The Board agrees it seems like a good idea to see about finding some temporary help. As they are working towards the landfill expansion proposal an item has come up on the site certification boundary. Normally the property line is the site certification but with Pickles Butte the site certification is within the property line, this is the boundary in which garbage can be placed, but on the ground it is hard to determine where exactly that line is and he'd like to have Idaho Survey Group plot out the site certification. The meeting concluded at 3:40 p.m. An audio recording is on file in the Commissioners' Office.

EIGHTH DAY OF THE JULY TERM, A.D., 2017  
CALDWELL, IDAHO JULY 19, 2017

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



#### APPROVED CLAIMS ORDER NO. 7-21-17

The Board of Commissioners approved payment of County claims in the amount of \$5600.00 for accounts payable.

#### APPROVED CLAIMS ORDER NO. 1721

The Board of Commissioners approved payment of County claims in the amount of \$1,473,257.07 for a County payroll.

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Corwin Ford in the amount of \$29,154.00 for Development Services

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

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

#### APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Gino's Italian Ristorante & Bar LLD to be used 9/23/17 for a wedding.

#### CONSIDER INDIGENT DECISIONS

The Board met today at 8:51 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale and Pam White, Indigent Services Director Yvonne Baker, Customer Service Specialist Robin Sneegas, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to issue initial denials with a written decision to be issued in 30 days for the following cases: Case Nos. 2017-1212, 2017-1372, 2017-1132, 2017-1300, 2017-1200, 2017-1296, 2017-1199, 2017-1295, 2017-1187, 2017-1215 and 2017-1188. The proceeding concluded at 8:53 a.m. An audio recording is on file in the Commissioners' Office.

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

*Note for the record: As properly noticed the Board met today at 9:03 a.m. for a legal staff update. A request was made to go into Executive Session for discussion regarding acquisition of an interest in real property, and records exempt from public disclosure and attorney-client communication. The Executive Session was held as follows:*

Commissioner White made a motion to go into Executive Session at 9:03 a.m. pursuant to Idaho Code, Section 74-206(1) (c) and (d). The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, Facilities Director Paul Navarro, Rick Bugatsch, Skip Young, and Deputy Clerk Monica Reeves. The Executive Session concluded at 10:00 a.m. with no decision being called for in open session.

MEETING WITH CANYON COUNTY EMPLOYEE HEALTH CARE TRUSTEES TO DISCUSS  
FY2018 RECOMMENDATIONS

The Board met today at 10:35 a.m. with the Canyon County Employee Health Care Trustees to discuss FY2018 recommendations. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley, HR Director Sue Baumgart, Indigent Services Director Yvonne Baker, Chief Deputy Assessor Joe Cox, Fleet Director Mark Tolman, Controller Zach Wagoner, Chief Deputy Clerk Drew Maffei, and Deputy Clerk Monica Reeves. Joe Cox thanked the Board for helping to fund the trust fund on a per employee per month basis, going from \$623 to \$1,053. The current funding level should make the fund solvent through 2018. To help balance for 2018-2019 the trustees are researching whether to freeze the HRA funding in exchange for lowering the \$2,000 deductible. Currently the County funds \$400 for a single employee with a cap of \$2,000; the cost for an employee with one child is \$600 a year with a cap of \$4,000; and the cost for a family is \$800 a year with a cap of \$4,000. They are also considering having employees pay \$25 toward their own insurance. As the health trust moves through 2018 they will make recommendations on what needs to be done to keep everything solvent and if we're lucky to have minimal impact on our large claims then there will be more flexibility on what can be done, but if we have large claims we'll have to do something more drastic. The trust began the year at \$776,000 and now the balance is at \$2.2 million due to the increased funding provided by the County. They anticipate ending the fiscal year between \$500,000 and \$1 million which is significantly better than in FY2016 when the deficit was \$2 million. Another consideration the trustees are considering is splitting the deductible and having a different deductible for prescription drugs. Zach Wagoner is doing research to see if that's an option. Commissioner Dale asked if the Gem Plan is doing a good job for us. Yvonne Baker said the trustees are exploring that and will evaluate different parts of our plan and give Gem Plan an opportunity to show what they can do for us in terms of how they can save us money, or if there are exclusions that shouldn't be excluded, etc. Controller Wagoner said we pay Gem Plan \$120,000 a year and they

negotiated our rates with Blue Cross and were able to negotiate no increase in our administrative fee. There was a 5% increase on our stop loss premium but Blue Cross had initially asked for an 11%-12% increase. He said the Gem Plan and Mutual Insurance should be our consultant, they provide us with information and reports and they should provide us with guidance as to what's going on in the healthcare world, what benefits are offered and what is really driving our costs. They should be our partner in helping us plan. They are a good partner, but we could take steps to improve and utilize their services more. Commissioner Dale said the Gem Plan needs to show us the value they are adding for \$120,000 a year and we need to let them know we want to see the value. Mr. Cox said the trustees need an expert to provide guidance. The meeting concluded at 10:55 a.m. An audio recording is on file in the Commissioners' Office.

#### MEETING WITH GENE SCHAFFER AND TED CALDWELL TO DISCUSS LOCAL IMPROVEMENT DISTRICT

The Board met today at 11:02 a.m. with Gene Schaffer and Ted Caldwell to discuss a local improvement district. Present were: Commissioners Pam White and Steve Rule, Deputy P.A. Brad Goodsell, DSD Director Tricia Nilsson, Gene Schaffer, Ted Caldwell, Jim Escobar, and Deputy Clerk Monica Reeves. Gene Schaffer said Ted Caldwell has been working with the City of Caldwell on having a frontage road that would make its way from the end of the existing Chicago Street which terminates next to the north side of the freeway. The idea was it would work its way through the Vezzoso property that presently is landlocked and work with the Farmer's Co-Op in putting in bridge abutments in two locations that would match the plan for a road system. They don't necessarily want to build out any more than they have to but if they need to put in those bridge decks then they'd want it to be a part of the LID and it would include the extension of utilities, water, and sewer and the connection to Chicago street on the south and go through the property possibly across the next bridge and out into what might be a cul-de-sac point at that location. There are a lot of technical issues that need to be worked out, including the future extension of water and sewer connectivity from the Canyon Springs RV Park. At this point in time they are only trying to get the 20 acres developed with the road system and it will require a service agreement from the city that will extend the utilities to the 20 acres. At this point they cannot get annexation accomplished and they can't follow the freeway, and there aren't properties around them that would give direct annexation ability which is why they're meeting with the County. Jim Escobar said they have been working with the city and they are in support of the project which is a multifamily development with different product styles with a mixture of club house and other amenities. There is potential for a hotel, a restaurant, and pad sites with the idea of having the flexibility and the design with having a boulevard style coming down the middle which delineates different phased opportunities. Ted Caldwell, who is from Davis, California, said the apartment complex will be upper end with townhouse units, each unit will have a 2-car garage; the project will fulfill a need that's sorely in need of in the County. As to the other potential uses they need to see how this first development phase works out with demand and success. They want to know if the County is willing to do an LID that will bring water, sewer and roads. Brad Goodsell said an LID is a local improvement district and there are a couple ways to form one and essentially the improvements that are part of the

district are financed through tax base on whatever parcels are included in the district. The County itself has never done an LID although it does have the authority to do one. Mr. Caldwell owns all of the property and is adjacent to it. Commissioner Rule asked why Mr. Caldwell wants an LID rather than build it without being taxed for it. Mr. Caldwell said with an LID the County will issue bonds and he will be responsible for making bond payments on a long term bond at a fairly low interest rate and it's a convenient form of financing that helps make this possible. Many banks don't want to do it and may consider it a little too risky and they will charge a higher interest rate. He said the County has a lot to gain because the project will develop a valuable piece of property and will provide housing and services. Commissioner Rule said it's a good idea and he likes everything about it but one thing. Mr. Schaffer said the property has sat there since 1965 because nobody has been able to obtain annexation rights nor connectivity to any public way and Mr. Caldwell is stepping up to make the connection happen but he can't do it by himself. He needs help from the County because the City of Caldwell cannot do it because it's not in the city limits. Funding is estimated to be between \$1.5 million and \$2 million depending on the final bids. Total buildout is expected to be closer to \$20 million. Mr. Caldwell said an LID would make it happen sooner and they could start construction within 12 months. He has made a big commitment to this part of Idaho and has a good reputation for making good on his obligations, for example, he is part of the Canyon Springs RV Resort and the adjacent property known as the former George Pierce property. Commissioners Rule and White want some time to obtain more information before they make a decision. Director Nilsson said DSD met with this team a year ago and they left to seek annexation. This area of Caldwell's impact area is planned for urban development so the thing that is the Achilles heel is the transportation network. She said there isn't a property that has more complicated transportation issues, and in talking with our partners in Caldwell there are other tools to consider because beyond this property there is a whole area around the interchange including the jail property down the road. Chicago Street cannot be the sole entrance, that's a floodway. The connection to Highway 20-26 is really critically important, or a secondary access that might be possible but we have to figure that out before anything can happen. She said the Notus-Parma Highway District could do an LID if we're just talking roads but we maybe need to convene that group again. The Board agreed that more discussion is necessary and the discussion should be continued at another time. The meeting concluded at 11:29 a.m. An audio recording is on file with this day's minute entry.

#### FY2018 BUDGET PREPARATION

The Board met today at 1:32 p.m. for FY2018 budget preparation. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, Chief Civil Deputy P.A. Sam Laugheed, Fleet Director Mark Tolman, Fleet and Fuel Analyst Dawn Pence, Treasurer Tracie Lloyd, Deputy Treasurer Jennifer Mercado, Chief Deputy Sheriff Marv Dashiell, Sheriff's Financial Manager David Ivers, Captain Daren Ward, Facilities Director Paul Navarro, Director of Misdemeanor Probation Jeff Breach, Administrative District Judge Brad Ford, Trial Court Administrator Doug Tyler, Chief Public Defender Krista Howard, PD Office Manager Deepak Budwani, HR Director Sue Baumgart, Chief Deputy Assessor Joe Cox, IT Director Greg Rast, Chief Deputy Clerk Drew Maffei, Torrie

Cope from the Idaho Press-Tribune, Caldwell Finance Director ElJay Waite, and Deputy Clerk Monica Reeves.

The suggested budget will include \$50,000 in the indigent budget for Advocates Against Family Violence (AAFV) and \$75,000 for the Canyon County Community Clinic. The Nampa Family Justice Center requested funding and the possibility of splitting funding between the justice center and AAFV was discussed but Commissioner White said both groups are doing good work and she doesn't want to put them at odds by taking money from one to give to another. Commissioner Rule does not support taking away funding from AAFV and he believes the City of Nampa should fund the family justice center. Commissioner Dale would like to help them but ultimately the Board decided to wait on the funding request.

The suggested budget includes a freeze on new positions - part-time and fulltime - for FY2018 in an effort not to grow government and adequately invest in current personnel. Commissioner Rule doesn't support that concept because we don't know what is going to happen during the year. Commissioner Dale said if something came up in six months and there was a revenue source and a need for another position certainly we could add it; we are not saying it's a moratorium. Controller Wagoner said currently there are 45 vacant positions throughout the County and they aren't saying they cannot be filled they are just saying we are not going to add positions on top of the 813 that are already in the budget. Clerk Yamamoto said there were 21 requests for new positions, in addition to part-time and temporary help, and they believe the best and fairest solution was to freeze the new positions in order to keep property taxes as low as we can. Commissioner Dale said it doesn't mean we're making an official policy and if a great need arises during the fiscal year we can move to meet that need depending on the circumstances. Clerk Yamamoto said if there's an emergency situation there are things that can be done.

Funding in the amount of \$10.2 million has been budgeted for employee health care, and \$2.7 has been budgeted for the continued implementation of the employee compensation study. \$2.5 million has been budgeted for mental commitments; \$1.5 million for medical provider payments; \$773,000 for a landfill scraper; \$750,000 for public safety vehicles, and \$705,000 for jail and juvenile detention food. The County contributes \$945,000 to Southwest District Health; the amount is based on a formula that's tied to population and taxable values.

In response to Commissioner Dale's inquiry if other areas of the budget could be trimmed, Controller Wagoner said the public defender requested funds for additional computers and software licenses in association with asking for new positions, so that's roughly \$70,000 we can remove from the "B" Budget that they would have needed if they had 11 new positions. At the moment there are 45 vacant positions throughout the County because of a hiring lag so there are budgetary savings and in the past we have always budgeted as if every position were full all the time, but the idea he is experimenting with is a 1% holdback as far as the "A" Budget is concerned. In an effort to make our budgeting more realistic with actuals and improve how the budget relates to actuals this would be an option. All the positions that are vacant remain available to be filled as they can be filled. Clerk Yamamoto said the suggested budget was \$1.4 million less than the 2017 budget, but with this proposal it would bring it up to \$2 million less. Commissioner Dale likes that idea because it lowers the budget and has no operational impact on anybody's ability to do their job. Commissioner Rule said he has a lot of problems with the entire budget.

Commissioner Dale asked Public Defender Krista Howard to share some of her funding ideas. Ms. Howard said last year the office received \$391,000 in Public Defense Commission (PDC)

funds which funded five positions, and this year they will receive \$431,000, and in 2019 they should receive \$479,943 based on the 15% set forth in the statute. Moving forward in this next fiscal year it looks like they could possibly fund another position and although there will be a cost to the County the position would be covered with the next grant. Commissioner White said she is not comfortable funding positions with grant money because it's so unpredictable; there needs to be discussion about long range planning. Commissioner Rule said he cannot approve the public defender budget. He said the former Public Defender, Tera Harden, made commitments to the Board that she would settle on \$3.4 million and in 2017 we are well over that at \$4.63 million and today the request is \$5.78 million. Controller Wagoner said the new bottom line total is \$4,723,040. Commissioner White encouraged Ms. Howard to bring up other areas or changes she would like to see, because as Commissioner Rule alluded, the PD budget was prepared by Ms. Harden.

The Board took a brief break at 2:15 p.m., and went back on the record a few minutes later. Commissioner Rule invited ElJay Waite to make comments on the suggested budget. Mr. Waite said the County has experienced a tremendous comeback in recent years with appraisals coming in higher and new construction and annexation so there has been double digit increase in property values outside of new construction and annexation all over the County. If the levy rate goes up then property taxes will go up by that percentage too so if there's any way there can be property tax relief at this time or deferred to a future period that would be good. There is a \$7 million property tax increase which is the largest we have seen since 2013. He said the Controller is correct in that if you have positions that are not filled and they accumulate over time there wouldn't be anything wrong with finding what the actuals were for 2017 and moving that from a request for property tax or using other taxes and moving it to fund balance like they have in the past that says if we spend it we'll spend it out of fund balance then we approve it the next budget year and then budget for it with property tax or other taxes if we have to. He said the Controller reported there is \$600,000 in 1% that would be available to come out of fund balance, but his thought is you wouldn't reduce that, you'd leave it in the budget and move it to fund balance. You would move the full 5% if there's 95% year-to-date then  $5\% \times \$600,000$  is \$3 million that could be put in those funds as fund balance payment if those positions were filled during the year but history says they probably won't be filled during the year because it's ongoing year to year. That would be one way to reduce the property tax request of \$7 million by \$3 million, almost half of that would be deferred to a future year if you had those positions being funded. Mr. Waite thinks if you've done a salary review and you're paying those positions higher you'd expect those to be funded sooner and longer and not have this kind of a lag when it happens so that would help you see that has taken place when the monies have to be moved from fund balance because they were filled during the year and the 95% is now 99% filled during the year. That would be something to consider.

He said the Board needs to know what the long term impact of an increase in property tax of \$7 million is. As you look at what funds are available to you: you have the 3% cap, the new construction and annexation numbers and they are about \$2.4 million with those two and then you have judgement levies that need to be taken where the state has authorized reduction in taxes for certain taxpayers maybe corporations that you have already levied taxes on that you're not going to get so you have a judgment levy that you can take and that's a wise thing to do. He had hard time figuring out why things changed so much and as he looked at the property tax budget he noticed there was a huge increase in property tax

request for the indigent budget, which includes public defense. Maybe not all of that should be public defender increases because that number is substantially large for the property tax request for the public defender. It's \$9.45 million for property tax and \$916,000 from other anticipated revenues. He asked if there is a way to look at how this revenue is distributed so it doesn't look like it's all coming from the public defender being added. Commissioner White said there has been a significant increase in involuntary mental holds and during the month of May we had 87, and we have more than Ada County has. Mr. Waite said that's easy to find in the budget but the part he couldn't find was where the public defender transferred from the justice fund to the indigent fund and so his question is how was that funded before. It looks like it's all being funded now from a new property tax request. Controller Wagoner said out of our \$7 million increased property tax request, \$5 million is to pay for indigent medical care and assistance and indigent public defense. Those combined together is roughly \$5 million more in additional property tax and we don't feel it's appropriate to use fund balance or onetime money for an ongoing permanent expense.

Mr. Waite said the fund balance usage this year is \$7.7 million and it was almost \$12 million the year before. The projected fund balance for this year is \$46 million and last year it was projected to be \$37 million. We are not using that fund balance and the Clerk is right in trying to do that because he's holding down property tax request because money is not being spent and there's no reason to collect it if you don't need to spend it. That number changed by \$4 million this year so that \$4 million and the \$3 million in potential unfunded positions that would be in the fund balance anyway could eliminate most of the property tax request that we are looking at.

Commissioner Rule is concerned that there isn't a line item for the purchase of real estate. Commissioner Dale said when that issue was raised earlier it was explained that we have \$6 million in a capital expenditure line item that could be accessible if there was a real estate purchase. Controller Wagoner said there is \$6 million on the balance sheet and if necessary we could open the budget and adjust it during a fiscal year. Commissioner Rule said we are looking at a possible expenditure so why not move that into a line item. Commissioner White said we know we have it and she likes transparency so long as it's not something we just sit and wish for if our plans don't work out. Controller Wagoner said he's thinking about what we're trying to do with the "A" Budget where we are reducing the 1% to try and make the budget more accurate and reflective of what's actually going to be spent. That \$6 million is available but he doesn't know if we should include it in our formal budget if we don't know whether we are going to spend it. Commissioner Dale said there's been no decision to purchase any property and if that happens that's the time to fund the line item. Clerk Yamamoto said they thought the Board's direction was to keep the budget as low as possible, and he said if we move \$3 million of the \$6 million that's been sidelined into that line item we've just raised the budget by \$3 million. It's not like that money came from the taxpayers, but it does change the budget by \$3 million so they didn't put it in the actual budget because that's what they thought the Board wanted. Commissioner Dale said that reflects what he wants to see happen. Controller Wagoner said the money's available but there's nothing in the current budget. Commissioner Rule wants to put \$2 million in the line item for transparency. Commissioner White said if \$2 million is moved it will decrease the fund balance by \$2 million, it's a lateral move because it is still \$6 million.

Commissioner Rule asked for clarification from Paul Navarro on capital improvements funding in the amount of \$475,000. Director Navarro said it's for the painting of the

courthouse exterior and adding a natural gas generator and transfer switch at DMV that IT Director Greg Rast asked them to install as part of the east complex backup server.

Commissioner Rule wants to reduce the District Court miscellaneous professional services to \$37,500, and he questioned the \$925,000 that has been budgeted for capital construction. Doug Tyler said they are attempting to pull almost all of that construction cost out of court facilities fund. Commissioner Rule said he will not support the fleet department budget as proposed due to amount of vehicles requested nor does he support the Sheriff's budget increases, which are significant when compared to previous years for protective gear, computer equipment, vehicles and extended shifts. Chief Dashiell said they are working with IT to evaluate their needs for computer replacements because the majority of existing systems are 5-10 years old. Their current armored vehicle is a 1983 model and has issues with the exhaust system with carbon monoxide being detected and other mechanical issues that has required them to push the vehicle away from scenes. Commissioners Dale and White spoke about the necessity of having such a vehicle on hand for officer and public safety. Commissioner Rule said it looks like the general consensus is moving forward with the purchase of a Bearcat for \$275,000. The Sheriff has budgeted \$750,000 this year for vehicles so he suggests funding \$275,000 with last year's budgeted amount taking the total to \$575,000, and then next year when they need more vehicles the \$275,000 will be in the budget. Chief Dashiell said last year they had approximately \$65,000 remaining in their vehicle line item but in July when they asked to purchase three unmarked vehicles they were denied and so had they been able to purchase them this year's request would have been for three fewer unmarked vehicles. Mark Tolman spoke about the high miles on the vehicles and the rotation schedule he wants to adhere to.

Commissioner Rule said he cannot support the elected officials' salary increases. Commissioner White said the positions are fulltime jobs with a huge time commitment and they come with tremendous responsibility and liability. The proposed amount totals \$106,000 for all nine elected offices which is .0011% of our \$90 million budget. Commissioner Rule said the salary increase for elected officials doesn't stop there because the chief deputies make 90% of what the elected officials do and it will have a ripple effect. Clerk Yamamoto said the chief deputies have already been taken care of in the compensation study so that's not a play in this instance. Since taking office he has not taken one nickel more than what he signed up for - no raises, no salary bumps, no cost of living adjustments - because it was important for him to get the employees to an acceptable salary range before he took anything and he asked the other elected officials to do the same thing a few years ago, which they did and he appreciates that.

Commissioner Dale said the compensation plan is an important plan because it outlines what our employees can expect if they do their jobs well and likewise there was a compensation committee that looked at the elected officials' salaries and came up with a plan, but unfortunately the realm of elected officials' salaries always becomes a political hot potato. The vast majority of those who seek an elected office understand they are not going to get rich; yes, there are good salaries to be made if they get to higher levels and are qualified but it's still not getting rich compared to what the private sector can offer. It's his understanding of the committee's study that the elected officials are not up to Ada County's levels nor are they proposing to over pay the elected officials, in fact, some are pretty dramatically underpaid based on both private and public sector comparison with like populated areas in the state. He said this is a plan and it's an attempt to take this area of discussion out of the



realm of simply being a political decision based on the whim of the people who are in the office at the time the plan is made. Commissioner Dale said he appreciates ElJay Waite's insight, but the suggestion to defer a property tax to future budgets can get you into trouble. This county has deferred several property tax adjustments to future budgets to future Boards but at some point that bill comes due and he believes it's more conservative to pay the bills as they come due and plan for the future. He is in favor of taking the approach that Zach Wagoner suggested on moving the budget down so we are coming in with a request that is \$2 million less than last year. There will be further potential adjustments. The Board will meet again on Friday afternoon. The meeting concluded at 3:19 p.m. An audio recording is on file in the Commissioners' Office.

NINTH DAY OF THE JULY TERM, A.D., 2017  
CALDWELL, IDAHO JULY 20, 2017

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

APPROVED CLAIMS ORDER NO. 7-25-17

The Board of Commissioners approved payment of County claims in the amount of \$35,508.03, \$166,288.46, \$21,747.19 and \$168,473.16 for accounts payable.

No meetings were held.

TENTH DAY OF THE JULY TERM, A.D., 2017  
CALDWELL, IDAHO JULY 21, 2017

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

APPROVED CLAIMS ORDER NO. 7-25-17

The Board of Commissioners approved payment of County claims in the amount of \$6156.67 and \$46,975.00 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Wall 2 Wall Flooring in the amount of \$3308.39 for the Facilities department

- ConvergeOne in the amount of \$1378.72 for the Information Technology department

#### SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

- RSF Sunnyslope, LLC dba Sunnyslope Market (see resolution no. 17-140)

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

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

#### OPEN PROPOSALS FOR THE CANYON COUNTY MICROWAVE CONNECTIVITY PROJECT

The Board met today at 9:07 a.m. to open proposals for the Canyon County Microwave Connectivity Project. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Allen Shoff, IT Director Greg Rast, representatives from Idaho Tower Construction Company and White Cloud Technologies, and Deputy Clerk Monica Reeves. The following companies submitted proposals:

Idaho Tower Construction Company  
400 South Main Street, Unit 201  
Hailey, ID 83333  
Received July 21, 2017 at 8:28 a.m.

White Cloud Technologies  
663 Main Avenue E.  
Twin Falls, ID 83301  
Received July 21, 2017 at 8:23 a.m.

The deadline for proposals to be received was today at 8:59 a.m. The proposals will be reviewed and a recommendation will be made to the Board. The meeting concluded at 9:10 a.m. An audio recording is on file in the Commissioners' Office.

#### CONSIDER SIGNING JULY 21, 2017 AGENDA ITEMS

The Board met today at 9:11 a.m. to consider signing the July 21, 2017 agenda items. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Zach Wesley, Deputy P.A. Mike Porter, Deputy P.A. Allen Shoff, Fair Director Diana Sinner, Executive Administrator Taryn Peterson, and Deputy Clerk Monica Reeves. The items were considered as follows:

***Consider signing Contract with Lady Hawks Lacrosse as Volunteer Ticket Takers for the Canyon County Fair:*** Upon the motion of Commissioner White and the second by Commissioner Dale the Board voted unanimously to sign the contract. (See Agreement No. 17-071.)

***Consider signing independent contractor agreement for court interpreter Annie Chamberlain:*** Upon the motion of Commissioner White and the second by Commissioner Dale the Board voted unanimously to sign the agreement with Annie Chamberlain. (See Agreement No. 17-070.)

***Consider Signing Resolution Approving Award and Duty Weapon for Retiring Deputy Don Davenport:*** Sheriff Donahue is requesting to award the firearm and badge to retiring Deputy Don Davenport who will have completed 27 years and is scheduled for retirement on August 18. Upon the motion of Commissioner White and the second by Commissioner Dale the Board voted unanimously to sign the resolution approving award and duty weapon for retiring Deputy Don Davenport. (See Resolution No. 17-139.)

***Legal Staff Update:***

EXECUTIVE SESSION – PERSONNEL MATTER

*Note for the record: As properly noticed the Board met today at 9:16 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter. The Executive Session was held as follows:*

Commissioner White made a motion to go into Executive Session at 9:16 a.m. pursuant to Idaho Code, Section 74-206(1) (b). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Zach Wesley, Deputy P.A. Mike Porter, Deputy P.A. Allen Shoff and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:51 a.m. with no decision being called for in open session.

An audio recording of the open portion of the meetings is on file in the Commissioners' Office.

DETENTION CENTER INSPECTION CONDUCTED

The Board conducted a quarterly inspection of the detention center. The Board evidenced proper care and security and the inmates' welfare throughout the facility. General grievances were filed and have been processed in accordance with standard procedures.

REVIEW OF FY2018 BUDGET

The Board met today at 11:01 a.m. for a review of the FY2018 budget. Present were: Commissioners Tom Dale and Pam White, Clerk Chris Yamamoto, Controller Zach Wagoner, Deputy P.A. Zach Wesley, Deputy P.A. Mike Porter, Assessor Brian Stender, Treasurer Tracie Lloyd, Chief Deputy Sheriff Marv Dashiell, Sheriff's Financial Manager David Ivers, HR Director Sue Baumgart, Fleet Director Mark Tolman, Fleet and Fuel Analyst Dawn Pence, Public Defender Krista Howard, PD Office Manager Deepak Budwani, Chief Deputy Clerk

Drew Maffei, Chief Deputy Assessor Joe Cox, IT Director Greg Rast, IT Business Manager Caitlin Pendell, Torrie Cope from the Idaho Press Tribune, and Deputy Clerk Monica Reeves.

Zach Wagoner said the FY2018 budget is \$2,028,536 less than the FY2017 budget. In the past we have assigned \$6 million of fund balance for capital construction projects and that assignment represents intentions, there is nothing legally constraining or binding that it could be reallocated or reassigned to fund the 2018 budget and provide property tax relief. It is basically the dollars we have above and beyond the 33% of fund balance. Commissioner White asked the Clerk if he supports moving part of that amount for property tax relief. Clerk Yamamoto said that was one of their initial wishes and they are pleased to present that option. Commissioner Dale wants to move \$3 million from that fund to this year's revenue side of the budget for property tax relief, and he said a vote will be taken when Commissioner Rule returns to the office.

Controller Wagoner reviewed historical levy rate information. Based on a \$3 million decrease from the \$50 million that was originally put forth the County levy rate for FY2018 would be 2% lower than the FY2017 levy rate. There will be some slight changes to the maximum potential property tax levy authority as updated information as updated information was obtained from the Assessor's Office in the past hour. Roughly speaking the levy authority is around \$53.5 million. The new construction value increase will be \$1,087,000 instead of \$946,000. With a total property tax request of \$46.9 million that leaves \$6.5 million under our maximum potential to levy so we are leaving \$6.5 million in the pockets of taxpayers. We will utilize roughly \$1.7 million of foregone increases and those are 3% increases that we chose not to take in prior years. Commissioner Dale said as tax incentive forgiveness drops off in the next few years we can look at the total assessed value to be rising commensurate with those tax incentives that were granted and that will help the picture as far as the tax levy rate. Controller Wagoner said that is nuanced and in certain instances those properties are in urban renewal areas and so we don't get that extra value. He said one of the most critical parts of budgeting for government is determining the amount of property tax to request and that's one of the main reasons we go through this exercise. In the past we have not had the mindset of whatever our maximum is we just take it; we need to take a look at our other sources of revenue, our fund balances and do everything we can to keep the property tax request at a minimum. We could levy \$53.5 million but by levying \$47 million we are leaving \$6.5 million in taxpayers' pockets. Over the course of the past 10 years the County has left over \$67 million in taxpayers' pockets and those are monies we cannot go back and recapture.

Clerk Yamamoto said in 2014 and 2015 they determined that the County was sitting on more excess fund balance than necessary and so they figured out how much was needed and then we burned fund balances to bring that down to an acceptable level. Yes, values are up, and yes, the levy is down but the taxes are up from what we are experiencing from the expenditure side: employee compensation plan, benefits, and the medical indigency. The increase is almost entirely consistent with those three things. Commissioner Dale said the indigency growth is tremendously important and it's a responsibility that's been passed from the state and we all need to understand there is a cost to taking care of people who cannot take care of themselves and it falls on the county to do much of that work whether through public defense and involuntary holds. Likewise it's important to realize over the course of the last 8-10 years the County was not keeping up with the actual cost of healthcare and it's

unrealistic to think the rest of the country sees a continual climb in healthcare yet we remained flat. This year we were obligated to keep our trust fund whole and we have an obligation to keep it whole in the future and that's a big part of the increase that we see in the property tax and the budget this year. Commissioner Dale said we have certain ways of reducing property tax request and one way is doing what we are doing today to take money from our bank account and pay part of the budget so that we don't have to ask for as much property tax this year, and the other way is to reduce service but that's difficult to do because the people request and need the services the County provides. The only other meaningful, viable long-term methodology for reducing property taxes is economic development and there has been an attitude to encourage economic development and that's the way we have reduced the property tax levy.

Controller Wagoner said if we proceed with the \$47 million we will be levying nearly \$10 million strictly for indigent responsibilities. Last year we levied \$2 million for the indigent fund but there have been some accounting changes where we moved the public defender to the indigent fund but as a whole the indigent fund levy amount is up \$8 million from last year. With our current expense fund to balance the budget we are using nearly \$6 million in fund balance. We are not projecting or predicting that that will all be used because we've seen individuals come in under budget. We are not saying \$6 million of fund balance will disappear, that is strictly the number to balance the budget. The number included in that number would be the \$3 million that we are planning to decrease the excess fund balance from. Clerk Yamamoto said they became accustomed to departments not spending their budgets, particularly on the "A" Budget side, but with the compensation plan we are seeing retention rates increase therefore he anticipates the underspending will no longer be the case with the "A" Budgets.

Controller Wagoner said he needs to prepare a document for publication and that has to include certain information and a large amount of work will go into preparing the document today or over the weekend so that it can be signed on Monday, July 24<sup>th</sup> and published on July 28<sup>th</sup>. The budget hearing is scheduled for August 8<sup>th</sup> so it's important we get it published in enough time to allow the public an opportunity to review it. Commissioner White said the budget is the most important thing we do and the people deserve to have all three Commissioners in attendance to vote on it and therefore she is reluctant to do this without the full Board. Clerk Yamamoto said the code is not specific as to the publication date but it's a standard and accepted practice that that publication is out two weeks prior to the hearing so if we don't publish until Tuesday then we're only at one week notice. It was decided to proceed with what has been agreed upon at this time, which is signing the budget on Monday, July 24. The meeting concluded at 11:41 a.m. An audio recording is on file in the Commissioners' Office.

ELEVENTH DAY OF THE JULY TERM, A.D., 2017  
CALDWELL, IDAHO JULY 24, 2017

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

### OFFICE STAFF MEETING

The Board met today at 8:38 a.m. for an office staff meeting. Present were: Commissioners Tom Dale and Pam White, PIO Joe Decker, Senior Administrative Specialist Jamie Miller and Deputy Clerk Jenen Ross. The Board reviewed the weekly calendar with staff. Joe Decker updated the Board on the following items: He and Lt. Schorzman will be meeting with the Idaho Press-Tribune today to discuss the eclipse and the safety concerns that may arise; there is a video being done for the Fair so he will check with Diana Sinner regarding shirts; Veterans' Court will have a graduation next Monday; Bryan Taylor has asked him to look into a grant application in partnership with the Family Justice Center thru the Office of Victims for Crime, the grant is called Vision 21 Integrated Services for Victims Program: Increasing access to mental health services for victims of crime; Commissioner Dale approached him about doing a guest opinion from all the elected officials on the budget before the public hearing, as to whether or not everyone wants to do that will be discussed at the elected officials meeting later today. The meeting concluded at 9:03 a.m. An audio recording is on file in the Commissioners' Office.

### ELECTED OFFICIALS MEETING

The Board met today at 9:42 a.m. for the elected officials meeting. Present were: Commissioners Tom Dale and Pam White, P.A. Bryan Taylor, Assessor Brian Stender, Sheriff Kieran Donahue, Clerk Chris Yamamoto, Treasurer Tracie Lloyd, Coroner Vicki Degeus-Morris, PIO Joe Decker and Deputy Clerk Jenen Ross. The following topics were addressed:

*Budget Hearing:* Tracie Lloyd and Bryan Taylor are out of the office the day of the hearing and not able to attend. Sam Laugheed will attend in Mr. Taylor's absence and Mr. Taylor will be available by phone if necessary. Commissioner White feels like it would be good to have as much support behind the budget as possible. Clerk Yamamoto will push to finalize the budget this afternoon as last year it was turned in a little later than they would have liked and then it was published a lot later than was anticipated. Sheriff Donahue agreed that the budget really needs to be finalized today. Commissioner Dale said that he spoke with Joe Decker last week in regards to the elected officials developing a letter to be sent to the paper explaining the budget to point out the reasons they see the need for this amount of money. Bryan Taylor said he's very supportive of the budget and would be happy to sign off on a letter supporting it, the Sheriff agreed. The Clerk said he would not sign the letter as he has never felt comfortable signing group letters, additionally, as the Chief Elections Officer and the auditor he likes to stay clear of these kind of things. Commissioner White suggested that maybe there really wasn't a need for a letter at all and that if the community has questions they are welcome to attend the public hearing.

*Nampa Prosecution Contract:* Mr. Taylor said he will be sending the contract to the City of Nampa this morning. He has met with Mayor Henry and the chief and all the terms have

been agreed to, it's now just a matter of getting the city's attorney, Mr. Hilty, to review the language. Mr. Taylor has indicated that the language is identical to other city contracts. He has worked with the Controller as far as the compensation; each year the county controller and the city's finance director will work together to determine the increase, with a 3% max.

*Contract with Owyhee County:* Ms. Degeus-Morris said they are working on a contract with Owyhee County to perform their autopsy services. It will be less expensive for them to have Canyon County do them vs. taking the body to Boise. Owyhee County will continue to pay for their own toxicology and depending on what kind of autopsy they have it will be prorated. Eventually she would like to offer this service to all counties in this judicial district.

*Eclipse:* Clerk Yamamoto asked how many people won't be in the office Monday. The Clerk and Sheriff's offices can't close and the PA will probably run with limited staff.

Commissioner Dale reminded everyone that the budget meeting is being held today at 3:00 p.m. and encouraged everyone to attend. Sheriff Donahue said that the DLR Group will be back here Thursday for a meeting. Captain Ward is coordinating meetings and asked if everyone could make time while they're in town. He and Captain Ward will be travelling to Seattle next week to tour a couple of facilities. The outdoor rec yard lid was started over the weekend and should be completed in a couple weeks. The meeting concluded at 10:24 a.m. An audio recording is on file in the Commissioners' Office.

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

Commissioner White made a motion to go into Executive Session at 11:07 a.m. pursuant to Idaho Code, Section 74-206(1) (b) and (d). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale and Pam White, IT Director Greg Rast, HR Director Sue Baumgart and Deputy Clerk Jenen Ross. The Executive Session concluded at 11:21 a.m. with no decision being called for in open session

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

Commissioner Rule made a motion to go into Executive Session at 1:34 p.m. pursuant to Idaho Code, Section 74-206(1) (b) and (d). The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Fleet

Director Mark Tolman, HR Director Sue Baumgart and Deputy Clerk Jenen Ross. The Executive Session concluded at 1:47 p.m. with no decision being called for in open session.

CONSIDER SIGNING THE TENTATIVE FY2018 BUDGET FOR PUBLICATION TO RELEASE AND ASSIGN FUND BALANCE FOR PROPERTY TAX RELIEF AND FUNDING OF THE FY2018 BUDGET

The Board met today at 3:02 p.m. to consider signing the tentative FY2018 budget for publication to release and assign fund balance for property tax relief and funding of the FY2018 budget. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Controller Zach Wagoner, Clerk Yamamoto, Chief Deputy Clerk Drew Maffei, Coroner Vickie Degeus-Morris, P.A. Bryan Taylor, Chief Deputy P.A. Sam Laugheed, Sheriff Donahue, Treasurer Tracie Lloyd, Office Manager Jennifer Mercado, Chief Deputy Assessor Joe Cox, Assessor Brian Stender, Interim Public Defender Krista Howard, Office Administrator Deepak Budwani, Assistant IT Director Eric Jensen, IT Business Manager Caitlyn Pendell, Jail Captain Daren Ward, PIO Joe Decker, HR Director Sue Baumgart, Chief Deputy Sheriff Marv Dashiell, Sheriff's Financial Manager David Ivers, Torrie Cope with the Idaho Press-Tribune and Deputy Clerk Jenen Ross. Controller Zach Wagoner gave a brief overview of the budget explaining that the county maintains 19 operating funds, the total for the tentative FY2018 expenditure budget for those 19 funds is \$89,305,778.00. Out of that amount \$46,978,570 comes from property tax. Additionally, there are two special revenue taxing districts, these are separated out because not every tax payer in the county contributes to these two special districts; these districts are the pest control district and the Melba gopher district. The budget for the pest control district is \$208,312 and for the Melba gopher district its \$12,000. The budget grand total is \$89,526,090. This budget has been prepared in compliance with Idaho code, and if approved it will be published in the Idaho Press-Tribune. Also included are the budget details by office or department, there are 41 office and department budgets and the budget in prior years actuals are grouped under the headings of 'salaries and benefits' or 'A' budget and 'other expenses' or 'B' budget. All four pages would be published and would meet the requirements for what needs to be noticed and published for the FY2018 budget. Clerk Yamamoto stated that they are requesting \$3 million dollars be shifted from the building fund assignment to provide tax relief and funding for the FY2018 budget. Commissioner White made a motion to approve moving the \$3 million to provide property tax relief and funding the 2018 budget. Commissioner Dale seconded the motion. A roll call vote was taken on the motion with Commissioners White and Dale voting in favor of the motion and Commission Rule voting against. The motion passed with a 2-to-1 split vote. Commissioner White spoke about the budget with the following statement: "I believe I was presented a balanced budget that addresses the growing needs of our county population. This budget provides consistency in employee pay defendable thru the compensation plan recommendations. This budget recognizes the increases in health care and necessity of funding our self-funded insurance plan on a consistent basis to meet the cost of care. This proposed budget also shows planning for the ever increasing cost of indigent services, be it pubic defense, medical or mental hold expenses. The 2018 proposed budget is balanced. It is 2 million less than last year. This budget protects reserves, affords the level of necessary services the citizens pay



for and keeps Canyon County on track with planning for on-going costs of unfunded federal and state requirements. One of the great things about this and one of the greatest accomplishments of this budget is it's stewardship on the county's part because it addresses taking care of our assets be it people, equipment, facilities in a fiscally sound, ongoing manner. Each elected official proposes their budget for the office they represent. The Clerk and the auditor put it in the form presented here today. Am I happy with all of it? No. Am I confident in the process used to bring this budget forward? Absolutely. This budget has been looked at line by line, picked at number by number, adjusted by suggestion and it still manages to be presented in the statutory timeframe allowed. Canyon County officials and employees are very sensitive to the fact that it is the people's business and the people's money and I want to repeat that because it is the one thing that was present thru this entire process loud and clear to me as a new Commissioner on this Board. The officials and the employees of Canyon County are very sensitive to the fact that it is the people's business and the people's money. This process has been both difficult and enjoyable. It has been transparent, dignified and defensible. Thank you." Commissioner Dale spoke about the budget saying that he believes this a responsible and conservative budget. He said it addresses the reality of the county's obligations; the county has obligations it has to meet including indigency whether it be medical, mental health or constitutional right of people to have an adequate and competent defense in our Public Defenders office. It also addresses the obligation of the county to provide reasonable healthcare; when employees are hired a part of their employment includes a competitive healthcare and benefits package. We also have a need to make sure our self-funded healthcare plan is solvent. Previously the healthcare trust fund was allowed to drop to a dangerously low level due to deferring those costs to other budget years and he believes this is a budget year we have to "pay the piper", we can't continue to defer those costs. This budget acknowledges the true cost of healthcare and funds it. We also commit to employees to provide a competitive compensation package and a formula based on the work that began more than 2 years ago. The budget also includes some really important things such as ongoing support for community service organizations like the Community Clinic, Advocates Against Family Violence and Metro Senior Services that provide incredibly important services to people in our community. It also provides ongoing support for the Canyon County Fair and weed and gopher control. It includes nearly \$1 million for the support of Southwest District Health which provides services for inspecting all of the restaurants and food delivery services throughout the county. In summary, he stated that this budget does not grow government, the line is being held while acknowledging that there is a cost to doing business and providing services that need to be met. Commissioner White made a motion to sign the tentative FY2018 budget for publication to release. Commissioner Dale seconded the motion. A roll call vote was taken with Commissioner White and Dale voting in favor of the motion and Commissioner Rule voting against. The motion passed with a 2-to-1 split vote. The meeting concluded at 3:17 p.m. An audio recording is on file in the Commissioners' Office.

TWELFTH DAY OF THE JULY TERM, A.D., 2017  
CALDWELL, IDAHO JULY 25, 2017

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

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Chem-Aqua in the amount of \$1249.56 for the Facilities department
- C.R. Higer in the amount of \$1511.00 for the Parks department

#### APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Sockeye Grill & Brewery to be used 8/19/17 for the Idaho Wine Run.

#### SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

- 3BL, LLC dba Chonies Sports Bar (see resolution no. 17-141)

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

The Board met today at 8:34 a.m. for a biweekly meeting with the Directors of Facilities and IT to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Facilities Director Paul Navarro, Assistant Director of IT Eric Jensen and Deputy Clerk Jenen Ross.

*Director Navarro updated the Board on the following items:*

Mr. Navarro said he recently spoke with Brent Orton who let him know that he'd been contacted by Union Pacific about having either the county or city help with building a security fence along the rail lines near the fairgrounds. He let Mr. Orton know that Union Pacific may erect a fence but the county will not be participating in the cost. The fair facility is in good shape and ready to go; maintenance staff will be onsite from open to close for the next week. The DMV parking lot will be seal-coated this weekend. Pod 5 rec yard lid is going up so he will get with the city to see what they need in regards to inspections. They will be working from about 6:00 a.m. to 9:00 p.m. as the rec yard can only be closed for 14 consecutive days per Idaho Jail Standards. Mr. Navarro has received a request from HR and the PA's office to build a small lactation room for the Sheriff's Office. He estimates the cost to be less than \$1500, the Board is okay with this. Juvenile Probation has a camera project that will be started once the fair is over. Facilities will be working with IT to help pull the data cables for that and get the cameras installed and then drop them into the software.

The courtroom remodel is in full-swing. He met with the Controller who would like to have the courts pay for the carpet and upholstery. The Parks department has asked for help with their well project along with a deck project. There is also a radio tower project that will be coming up soon.

*Mr. Jensen updated the Board on the following items:*

Connectivity is set up for the fair; the bandwidth has been increased by 5 times. This should provide a quicker response between the county campus and the fairgrounds but it should also be more reliable. Additionally, there is a microwave bridge that went from the fairgrounds main building to the ticket booth that has been improved so that too should be much more reliable this year. They have received the proposals for the tower project and Mr. Jensen and Director Rast are in the process of reviewing those.

The meeting concluded at 8:43 a.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE AND CONSIDER SIGNING NETMOTION WIRELESS, INC. MAINTENANCE AGREEMENT

The Board met today at 9:04 a.m. for a legal staff update and to consider signing a Netmotion Wireless, Inc. maintenance agreement. Present were: Commissioners Pam White and Steve Rule, Chief Deputy Sheriff Marv Dashiell, Deputy P.A. Allen Shoff and Deputy Clerk Jenen Ross. Mr. Dashiell said Netmotion is a software product that licenses the Sheriff's Office access into the secure network of the county. This applies to every mobile device that this office utilizes. They've been on a 3-year licensing agreement for maintenance and support. This October the current agreement expires and they'd like to renew for another 3 years. It is basically a carbon copy of the previous agreement with quotes that have been attached. There is a slight price increase from the previous agreement and is funded thru the 911 surcharges, not taxpayer dollars. Upon the motion of Commissioner Rule and second by Commissioner White the Board voted unanimously to sign the Netmotion Wireless maintenance agreement (see agreement no. 17-072). There were no topics for discussion in legal staff update. The meeting concluded at 9:09 a.m. An audio recording is on file in the Commissioners' Office.

#### CONDUCT TAX DEED HEARING AND CONSIDER SIGNING WRITTEN FINDINGS OF FACT AND CONCLUSIONS OF LAW

The Board met today at 9:47 a.m. to conduct tax deed hearing and consider signing written findings of fact and conclusions of law. Present were: Commissioners Pam White and Steve Rule, Treasurer Tracie Lloyd, Deputy Treasurer Tonya May, Deputy P.A. Brad Goodsell and Deputy Clerk Jenen Ross. Ms. Lloyd said this is the ending of a process that started about a year ago. At that time there were 819 properties in jeopardy of tax deed but after 2 courtesy reminders and a certified letter that were sent we are now down 11 properties Ms. Lloyd is proposing be taken by tax deed due to delinquent taxes being 3 or more years back. Upon the motion by Commissioner Rule and second by Commissioner White the

Board voted unanimously to sign the written findings of fact and conclusions of law pertaining to the delinquent taxes for 2013. The meeting concluded at 9:50 a.m. An audio recording is on file in the Commissioners' Office.

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

Commissioner Rule made a motion to go into Executive Session at 10:05 a.m. pursuant to Idaho Code, Section 74-206(1) (b) and (d). The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule and White voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Pam White and Steve Rule, Landfill Director David Loper, HR Generalist Jennifer Allen, Deputy P.A. Brad Goodsell and Deputy Clerk Jenen Ross. The Executive Session concluded at 10:12 a.m. with no decision being called for in open session.

CAMPUS SECURITY CONSULTANT PROJECT PRESENTATION- BURNS & MCDONNELL ENGINEERING COMPANY, INC.

The Board met today at 1:33 p.m. for a Campus Security Consultant project presentation- Burns & McDonnell Engineering Company, Inc. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy P.A. Sam Laugheed, Chief Deputy Sheriff Marv Dashiell, Assistant Director of IT Eric Jensen, Victor Elazegui, Brandon Kehl and Vince Aragon with Burns & McDonnell, Controller Zach Wagoner arrived at 1:52 p.m. and Deputy Clerk Jenen Ross. The representatives from Burns & McDonnell presentation included the following items:

**Why Burns & McDonnell:**

- Right-sizing security programs
- Communication between project team and key personnel
- Direct & relevant experience with similar projects

**Goal:**

- Reduce the likelihood or severity of security related incidents at County facilities

**Needs:**

- "Right-sizing" the county's security program components, while still providing a pathway to escalate/de-escalate as needed

**Challenges:**

- Ever changing threats
- Need for public access
- Internal working silos
- Budget transparency
- Varying services and office types
- Unrealistic expectations

**Step-by-step:**

- Gather information
- Document conditions
- Assess needs
- Recommend path
- Implement updates

**Benefit to the County:**

- Proper security measures will protect employees, preserve critical assets and enable continued growth and unhindered operations

The meeting concluded at 2:28 p.m. An audio recording is available in the Commissioners' Office.

CAMPUS SECURITY CONSULTANT PROJECT PRESENTATION- JENSEN HUGHES, INC

The Board met today at 2:35 p.m. for Campus Security Consultant project presentation- Jensen Hughes, Inc. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy P.A. Sam Laugheed, Chief Deputy Sheriff Marv Dashiell, Assistant Director of IT Eric Jensen, Controller Zach Wagoner, David Hohf and Kyle Andorf with Jensen Hughes and Deputy Clerk Jenen Ross. The representatives from Jensen Hughes, Inc. presentation included the following items:

**Project understanding:**

- Gain a deep understanding of needs, vulnerabilities, and opportunities for improvement
- Conduct comprehensive safety assessment and develop a Security Master Plan for multiple Canyon County facilities
- Develop a phased approach that will outline short and long-term plans and solution for the safety and security components
- Output – a comprehensive report and Master Plan that provides guidelines and an approach for mitigating security concerns in a prioritized manner

**Proposed approach: *Preparing for the Assessments***

- Identify documents and material needed
- Host kickoff meeting with key Canyon County personnel
- Onsite Assessment Overview
  - Two Staff members visit the Canyon County facilities
  - Follow-up site visit
  - Objective is to review the existing methods in place and identify opportunities for improvements/enhancements
- Assessment Tasks:
  - Components reviewed include access control, credential/key management, door hardware (alarm locks), intrusion detection and alarm monitoring, surveillance, recording and monitoring systems, emergency communication, security operations and awareness, policies and procedures such as visitor

management, site access, training evacuation, courtroom safety assessment, cash handling locations and processes, cursory lighting review

### **Proposed Approach**

- Areas and items to be addressed
  - Evidence security, courtrooms, cash handling, tax collection and data storage, mail receiving and distribution, county data center, head-end and monitoring locations

### **Project Methodology**

- Onsite interviews
  - Conduct interviews with key Canyon County staff
  - Best way to gain information is from those most familiar with security and understand the current/future needs
  - Discuss opinions, known vulnerabilities, identify needs or desired enhancements
  - Interviews offer opportunities for discovery
- Master plan and report development
  - Conduct and internal whiteboard session to review all findings from onsite assessments and interviews
  - Develop physical, technical and operational solutions to improve safety and security for staff, community and county assets including: security systems upgrades, physical security awareness programs, security policies and procedures, improved response measures
  - Phased and prioritized implementation strategies and detailed cost estimates
- Review Process:
  - Submit draft version of the Master Plan and report to Canyon County for review
  - Return to Canyon County to review documents, findings and recommendations
  - Explore suggestions, questions, requested modifications, obtain updated information if applicable
  - Examine cost estimates and determine feasible and desired items moving forward
  - Provide county with finalized version of report

### **Return on Investment:**

- Key benefits
  - Accelerating response times
  - Detecting loitering and trespassing
  - Minimizing vandalization of public spaces
  - Controlling and monitoring crowds
  - Proactively managing events as opposed to reactively
  - Insurance premium reductions
  - Improved security reduces risk

The meeting concluded at 3:32 p.m. An audio recording is on file in the Commissioners' Office.

THIRTEENTH DAY OF THE JULY TERM, A.D., 2017  
CALDWELL, IDAHO JULY 26, 2017

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

CAMPUS SECURITY CONSULTANT PROJECT PRESENTATION- TRIAD CONSULTING & SYSTEM DESIGN GROUP, LLC

The Board met today at 1:35 p.m. for a campus security consultant project presentation- Triad Consulting & System Design Group, LLC. Present were: Commissioners Tom Dale and Pam White, Chief Deputy Marv Dashiell, Controller Zach Wagoner, Assistant IT Director Eric Jensen, Deputy P.A. Mike Porter, Mike Ulwelling, Rick Withers and Jerry Buck with Triad Consulting & System Design Group, LLC and Deputy Clerk Jenen Ross. Representatives from Triad Consulting & System Design Group presented the following:

**Proposed approach:**

- Two trips on-site
- Interview a wide variety of County departmental management and executive stakeholders
- Review County security program (organization, policy, programs)
- Assess identified sites/facilities/parking
- Analysis:
  - Current security posture of the County
  - Aspirational goals
  - Gap analysis
- Recommendations:
  - Operational, physical, technological
  - No tech, low tech, high tech
  - Cost estimation of options
  - Prioritize
- Deliverables – Security Master Plan:
  - Roadmap and ROM cost of short-term, mid-term and long-term improvements
  - Design criteria and guideline specifications

**Return on Investment:**

- Create a holistic plan that synthesizes operational, physical and electronic elements
  - No tech, low tech, high tech solutions
  - Apply security to how your organization and community works
- Consistent application of technology

- Plan at a county-wide level, design guidelines that define how technology is installed, documented, and supported
- Use technology effectively (i.e. choke points, camera scene requirements)
- Good will created from a safer environment

**Select Triad consulting with confidence:**

- The scope of work for this project fits directly within our firm's core competencies
- Assessment personnel for this project have conducted hundreds facility/site assessments
- Non-affiliated-unbiased recommendations
- We see the most cost effective options for mitigating a vulnerability
- Project management and quality assurance programs
- We specialize in transfer knowledge

The meeting concluded at 2:34 p.m. An audio recording is on file in the Commissioners' Office.

**CAMPUS SECURITY CONSULTANT PROJECT PRESENTATION- VANTAGE TECHNOLOGY CONSULTING GROUP**

The Board met today at 2:44 p.m. for a campus security consultant project presentation- Vantage Technology Consulting Group. Present were: Commissioners Tom Dale and Pam White, Chief Deputy Marv Dashiell, Controller Zach Wagoner, Assistant IT Director Eric Jensen, Deputy P.A. Mike Porter – arrived at 2:54 p.m., Chad Shade and Michael Dannenberg with Vantage Technology Consulting Group and Deputy Clerk Jenen Ross. Representative from Vantage Technology gave the following presentation:

**Security Consulting Services:**

- Consulting
  - Threat and vulnerability assessments
  - Security audits
  - Policy and procedure
  - Target hardening/physical security
  - Master planning
  - Emergency response & management
  - Training program development
  - Crime Prevention Through Environmental Design (CPTED)
- System Design and Specification
  - Video surveillance
  - Access control
  - Intrusion detection
  - Duress alarms

**Work Approach:**

- Kickoff meeting and interviews



- What are your goals
  - Do you have priority locations?
  - What are your objectives
- Security Assessments
  - Site operations
  - Security measures
  - Emergency communications
  - Criminal environment
  - Proximity to high risk sites
- Analysis
  - Review assessments
  - Policy/procedure
  - Emergency protocols
  - Initial recommendations
  - Initial cost estimate
  - Stakeholder feedback
  - Assess priorities
- Plan development and final report
  - Final phasing approach
  - Refine budgets
  - Produce & present the final master plan
- How Canyon County wins
  - Protect people and property
  - Reduce liability
  - Reduced costs
  - Sources of information for investigators
  - A road map
  - Flexibility for future budgeting and scheduling
- Why Vantage?
  - Knowledge
  - Experience
  - Solutions driven
  - Communications
  - Consensus building
  - Adaptability
  - Speed to market

FOURTEENTH DAY OF THE JULY TERM, A.D., 2017  
 CALDWELL, IDAHO JULY 27, 2017

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

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

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

#### MEDICAL INDIGENCY MATTERS

The Board met today at 8:47 a.m. to consider medical indigency matters. Present were: Commissioners Tom Dale and Steve Rule, Customer Service Specialist Robin Sneegas (left at 8:49 a.m.), Hearing Generalist Kellie George, Director of Indigent Services Yvonne Baker (arrived at 8:50 a.m.) and Deputy Clerk Jenen Ross. Ms. Sneegas stated the following cases do not meet the eligibility for assistance: 2017-1231, 2017-1283, 2017-1239, 2017-1229, 2017-1218, 2017-1220, 2017-1238, 2017-1178, 2017-1233, 2017-1216, 2017-1254, 2017-1237, 2017-1213, 2017-1105, 2017-1234, 2017-1223, 2017-1227, 2017-1219 and the following cases do not meet the eligibility requirement for cremation: 2017-1419 and 2017-1405. Commissioner Rule made a motion to issue initial denials on the cases as read into the record with a written decision to be issued within 30 days. Commissioner Dale seconded the motion and the Board voted unanimously to issue the denials. The meeting concluded at 8:53 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY MATTERS

The Board met today at 8:55 a.m. to consider medical indigency matters. Present were: Commissioners Tom Dale and Steve Rule, Hearing Generalist Kellie George and Deputy Clerk Jenen Ross. Ms. George requested that case nos. 2017-587 and 2017-698 be continued to September 21, 2017 and case nos. 2017-564 and 2017-590 be continued to December 14, 2017. Upon the motion of Commissioner Rule and second by Commissioner Dale the Board voted unanimously to continue the cases as requested. Commissioner Rule made a motion to approve case no. 2016-486 with a written decision to be issued within 30 days. Commissioner Dale seconded the motion with the Board voting unanimously to issue the approval as read into the record. Commissioner Rule made a motion to issue a final denial with a written decision to be issued within 30 days on case nos. 2016-1475 and 2017-243. Commissioner Dale seconded the motion with the Board voting unanimously on the motion. The meeting concluded at 8:59 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-775

The Board met today at 9:04 a.m. to conduct a medical indigency hearing for Case No. 2017-775. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Zach Wesley, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Attorney Mark Peterson for St. Luke's, Kelly Hobza for St. Luke's and Deputy Clerk Jenen Ross. The applicant appeared via telephone. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to issue a denial with a written decision to be issued within 30 days. The hearing concluded at 9:38 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-881

The Board met today at 9:43 a.m. to conduct a medical indigency hearing for Case No. 2017-881. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Zach Wesley, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Steven De Ville for St. Alphonsus, The applicant, Interpreter Mercedes Lupercio, Attorney Bryan Nickels for St. Alphonsus and Deputy Clerk Jenen Ross. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to continue the hearing to August 24, 2017. The hearing concluded at 9:44 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-619

The Board met today at 9:48 a.m. to conduct a medical indigency hearing for Case No. 2017-619. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Zach Wesley, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Attorney Bryan Nickels for St. Alphonsus, Steven De Ville for St. Alphonsus, the applicant, the applicant's spouse and Deputy Clerk Jenen Ross. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to approve the case with a written decision to be issued within 30 days. The hearing concluded at 9:56 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-828

The Board met today at 10:00 a.m. to conduct a medical indigency hearing for Case No. 2017-828. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Zach Wesley, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, The applicant, Steven De Ville for St. Alphonsus and Deputy Clerk Jenen Ross. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to issue an approval with a written decision to be issued within 30 days. The hearing concluded at 10:02 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-725

The Board met today at 10:05 a.m. to conduct a medical indigency hearing for Case No. 2017-725. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Zach Wesley, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Kelly Hobza for St. Luke's, Attorney Mark Peterson for St. Luke's and Deputy Clerk Jenen Ross. The applicant did not appear. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to continue the case to August 24, 2017. The hearing concluded at 10:16 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-957

The Board met today at 10:17 a.m. to conduct a medical indigency hearing for Case No. 2017-957. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Zach Wesley, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Kelly Hobza for St. Luke's, Attorney Mark Peterson for St. Luke's and Deputy Clerk Jenen Ross. The applicant did not appear. The hospital requested the application be withdrawn with the Board approving this request. The hearing concluded at 10:19 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-620

The Board met today at 10:20 a.m. to conduct a medical indigency hearing for Case No. 2017-620. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Zach Wesley, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Michelle Davis for St. Luke's, Attorney Mark Peterson for St. Luke's and Deputy Clerk Jenen Ross. The applicant did not appear. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to continue the case to September 21, 2017. The hearing concluded at 10:31 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-1328

The Board met today at 10:33 a.m. to conduct a medical indigency hearing for Case No. 2016-1328. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Zach Wesley, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Steven De Ville for St. Alphonsus and Deputy Clerk Jenen Ross. The applicant did not appear. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to issue a denial with a written decision to be issued within 30 days. The hearing concluded at 10:38 a.m. An audio recording is on file in the Commissioners' Office.

### MEDICAL INDIGENCY MATTERS

The Board met today at 10:39 a.m. to consider medical indigency matters. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Zach Wesley, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George and Deputy Clerk Jenen Ross. Commissioner Rule made a motion to issue denials with a written decision to be issued within 30 days for the following case nos.: 2017-704, 2017-104, 2017-105 and 2017-994. The motion was seconded by Commissioner Dale and the Board voted unanimously to issue the denials. The meeting concluded at 10:41 a.m. An audio recording is on file in the Commissioners' Office.

### LEGAL STAFF UPDATE

The Board met today at 10:42 a.m. for a legal staff update. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Zach Wesley and Deputy Clerk Jenen Ross. Commissioner Dale asked about the letter that was received yesterday in regards to the appointment of a new Public Defender. There were four names that were submitted by the review committee. The next steps in the process would be to conduct interviews and then the Board can appoint the new director. Zach Wesley said HR Director Baumgart can assist in making sure the candidates meet all the statutory requirements as far residency and being licensed as an attorney in Idaho. The meeting concluded at 10:45 a.m. An audio recording is on file in the Commissioners' Office.

FIFTEENTH DAY OF THE JULY TERM, A.D., 2017  
CALDWELL, IDAHO JULY 28, 2017

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

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

The Board approved a salary rate request and/or key & security access request form for Nathan Cutler and Linda Ellis.

### APPROVED CLAIMS ORDER NO. 7-28-17

The Board of Commissioners approved payment of County claims in the amount of \$296.00 for accounts payable.

#### APPROVED CLAIMS ORDER NO. 8-10-17

The Board of Commissioners approved payment of County claims in the amount of \$88,328.26 and \$39,346.08 for accounts payable.

#### FILE IN MINUTES

The Board filed the Treasurer's Quarterly report for April – June 2017 and the Monthly report for June 2017 in today's minutes.

#### LEGAL STAFF UPDATE AND TO CONSIDER AGENDA ITEMS

The Board met today at 9:03 a.m. for a legal staff update and to consider agenda items. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley, Deputy P.A. Allen Shoff, Deputy P.A. Brad Goodsell, Deputy Treasurer Tonya May, Treasurer Tracie Lloyd, Assistant IT Director Eric Jensen and Deputy Clerk Jenen Ross. The Board considered the agenda items as follows:

##### ***Resolution appointing a successor trustee to the Board of Health Trustees:***

Zach Wesley said that the Healthcare Trust is overseen by five trustees that are appointed by the Board of County Commissioners. Generally, those positions are filled by department heads or chief deputies of the different elected officials. Nancy Seal was the representative of the Treasurer's Office retired recently and Tracy Lloyd has put forth Tanya May to fill that vacancy. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to appoint Tonya May as a trustee to the Board of Health Trustees (see resolution no. 17-142)

##### ***Notice of intent to award FY17 Canyon County Microwave Connectivity project:***

Allen Shoff explained that proposals for this project were opened on July 20<sup>th</sup> and today was tentatively set to award the contract. They are asking the Board to continue this matter to August 8, 2017 at 9:00 a.m. as there was a family emergency for one the principle people on the project and he has not had a chance to review the proposals. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to continue the matter to August 8, 2017 as requested.

##### ***Legal staff update:***

EXECUTIVE SESSION – PERSONNEL MATTER, ACQUISITION OF AN INTEREST IN REAL PROPERTY, RECORDS EXEMPT FROM PUBLIC DISCLOSURE, COMMUNICATE WITH LEGAL COUNSEL REGARDING PENDING/IMMINENTLY LIKELY LITIGATION AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

*Note for the record: As properly noticed the Board met today at 9:03 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter, acquisition of an interest in real property, records exempt from public disclosure, communicate with legal counsel regarding pending/imminently likely litigation and*

*communicate with risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:*

Commissioner Rule made a motion to go into Executive Session at 9:10 a.m. pursuant to Idaho Code, Section 74-206(1) (a), (b), (c), (d), (f) and (i). The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Brad Goodsell, Deputy P.A. Mike Porter, Deputy P.A. Zach Wesley and Deputy Clerk Jenen Ross. The Executive Session concluded at 10:10 a.m. with no decision being called for in open session.

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

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

Commissioner White made a motion to go into Executive Session at 10:17 a.m. pursuant to Idaho Code, Section 74-206(1) (b) and (d). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Dale and White voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Pam White and Tom Dale, Chief Probation Officer Elda Catalano and Deputy Clerk Jenen Ross. The Executive Session concluded at 10:50 a.m. with no decision being called for in open session.

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

Commissioner White made a motion to go into Executive Session at 11:03 a.m. pursuant to Idaho Code, Section 74-206(1) (b) and (d). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Dale and White voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Pam White and Tom Dale, Public Information Officer Joe Decker and Deputy Clerk Jenen Ross. The Executive Session concluded at 11:28 a.m. with no decision being called for in open session.

SIXTEENTH DAY OF THE JULY TERM, A.D., 2017  
CALDWELL, IDAHO JULY 31, 2017

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

APPROVED CLAIMS ORDER NO. 8-10-17

The Board of Commissioners approved payment of County claims in the amount of \$243,475.28 and \$143,152.66 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Amazon in the amount of \$1089.90 for the Information Technology department

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for O'Michael's Pub & Grill to be used 8/19/17 for a wedding.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for O'Michael's Pub & Grill to be used 8/26/17 for a wedding.

FILE IN MINUTES

The Board filed the 2017 Annual Assessed Value by Category and the 2017 Annual Assessed Value by Taxing District in today's minutes.

COMMISSIONER OFFICE STAFF MEETING

The Board met today at 8:32 a.m. for an office staff meeting. Present were: Commissioners Pam White and Steve Rule, PIO Joe Decker, Sr. Administrative Specialist Jamie Miller and Deputy Clerk Jenen Ross. The Board reviewed the weekly calendar with staff. Joe Decker reported on the following items: He will be working on a press release regarding a Boise couple charged with stealing from their FOP. He is working to find a forensic services/ medical equipment grant for the Coroner's Office to help with purchasing a large x-ray machine. Budget information will be posted to the website soon and he will send a note to the media letting them know about next Tuesday's public hearing. Olivia Weitz has asked about the lavender farm near Lake Lowell and the possibility of the Parks department acquiring that land. Commissioner Rule said that 3-4 years ago they approached the county about taking over that land and making it a historical farm. The Board suggested Mr.



Decker reach out to Tom Bicak directly for more information about this. The meeting concluded at 8:38 a.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE AND CONSIDER AGENDA ITEMS

The Board met today at 9:03 a.m. for a legal staff update and to consider agenda items. Present were: Commissioners Pam White and Steve Rule, Commissioner Tom Dale was present by phone, Prosecuting Attorney Brian Taylor, Chief Deputy Sheriff Marv Dashiell, Deputy P.A. Mike Porter, Lt. Todd Herrera, Communications Manager Roxanne Wade and Deputy Clerk Jenen Ross. Agenda items were considered as follows:

##### ***Resolution of the Canyon County Board of Commissioners establishing Sheriff fees for service of order of garnishments and writ of executions:***

Mike Porter explained that earlier this year legislature passed a bill that modifies the way we can bill for garnishment and writs of execution as well as returns thru the civil division of the Sheriff's Office. He has worked with Lt. Schorzman and his staff to get real numbers about what it costs the county because that is the new standard to do some of this work. Several things were taken into account including man-hours, personal-services, equipment, vehicle's, photocopies, paper and considered how many services we do of these types and came up with numbers that can be used to support the new fees that are being considered. Mr. Dashiell said that previously there was a set fee of \$50.00 for both mail-services and personal-services and the new number moves personal-services to \$70.00 and \$35.00 for the mail-service. In looking at the number for activity level there may be a decrease in revenue. Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to sign the resolution establishing Sheriff fees for service of order of garnishments and writ of executions (see resolution no. 17-143).

##### ***Nampa prosecution contract:***

Bryan Taylor said that earlier this year the City of Nampa put their prosecution contract out for RFP. Thru the process Canyon County was selected as the prosecution firm. Mr. Taylor feels the contract accomplishes everything that we wanted it to, it has potential increases every year for the remainder of the contract which was not in the previous contract. Section 3 is the only major difference, the rest is all standard term and language that is used with the cities of Wilder, Parma and Middleton. He has spoken with Mayor Henry and he will be presenting this to the city council on August 8<sup>th</sup>. Upon the motion of Commissioner Dale and second by Commissioner Rule the Board voted unanimously to sign the prosecution contract with the City of Nampa (see agreement no. 17-073)

##### ***FY2018 IPSCC Dedicated Enhanced Emergency Communications grant fee fund application:***

Mike Ported said that this grant has been reviewed by legal and after explanation would recommend the Board to sign. Roxanne Wade explained that every year they are able to put in a request for grant funds thru the Idaho Public Safety Communications Commission. Their computers are getting to the end of their lifecycle and they would like to apply for the

grant to replace and upgrade those. This grant is paid from a pool of money collected for the 911 fees and only the agencies that put into this fund are allowed to apply for the grant. There are no matching funds, it is a pass-thru grant. Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to sign the FY2018 IPSCC Dedicated Enhanced Emergency Communications grant fee fund application. A copy of the application is on file with this day's minute entry.

There were no items for discussion at the legal stuff update. The meeting concluded at 9:17 a.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING TO CONSIDER A CONDITIONAL REZONE REQUEST BY JERRY & MARTA LOVELAND; CASE NO. PH2017-17

The Board met today at 1:32 p.m. for a public hearing to consider a conditional rezone request by Jerry & Marta Loveland; Case No. PH2017-17. Present were: Commissioners Pam White and Steve Rule, DSD Director Tricia Nilsson, DSD Planner Jennifer Almeida, Alan Mills and Deputy Clerk Jenen Ross. Ms. Almeida gave the staff report stating that the subject property is approximately 16.08 acres, zoned agricultural, future land use is commercial located within Middleton's impact area. It is not within a flood zone and the applicants are requesting a conditional rezone to change the zoning designation on the parcel from agricultural to CRRR (conditional rezone rural residential), with that is also a development agreement. The development agreement would restrict the development of the subject property to a one acre parcel in order to build a new residence and an approximate 15.08 acre parcel. It's the applicants' intent to combine the 15.08 parcel with their existing home site that is not part of this request. The Canyon County future land use map designates this area as commercial, however, the applicant is restricting the development of the parcel thru the development agreement and the property is currently being used for agricultural purposes. As stated, the property is located within Middleton's impact area and Middleton also has this designated as future commercial, however, the City of Middleton has indicated no objection to the conditional rezone to residential at this time. The development agreement will require the applicant to adhere to the proposed site plan and that is a recommended condition found in the development agreement. The proposed use as restricted by the development agreement would not have a negative impact nor would it change the essential character of the area. The applicant will adhere to Idaho Transportation Department requirements for access to State Hwy 44 and an access permit will be required at the time of building permit on the proposed 1-acre parcel. No objections from agencies or the public have been received regarding the conditional rezone request. The planning and zoning commission recommended approval of the conditional rezone and development agreement on June 15, 2017 and staff is also recommending approval of the conditional rezone and development agreement. Staff has provided the proposed findings of fact, conclusion of law, recommended conditions of approval and order in exhibit 1 of the packet. Mr. Mills said they agree with the staff report and the facts that have been put forth. He said the Loveland's are anxious to get their family moved close as it would be a big benefit for them. He wondered if the development agreement is ready and is hoping to have it executed today. Upon the motion by Commissioner Rule and second by Commissioner

White the Board voted unanimously to close public testimony. Commissioner Rule stated that since the City of Middleton has signed off on this he too is good with it. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to approve the conditional rezone, case no. PH2017-17, and approve the findings of fact, conclusions of law, conditions of approval and orders as written. Commissioner Rule made a motion to approve the ordinance directing the zoning map change on the official zoning map, Commissioner White seconded the motion with the Board voting unanimously to approve the ordinance directing the zoning map change (see ordinance no. 17-011). Commissioner Rule made a motion to approve the development agreement and conditions as written, the motion was seconded by Commissioner White and the Board voted unanimously on the motion (see agreement no. 17-074). The meeting concluded at 1:40 p.m. An audio recording is on file in the Commissioners' Office.

#### PUBLIC HEARING TO CONSIDER PRELIMINARY AND FINAL PLAT FOR MAX ESTATES #2 SHORT PLAT; PH2017-5

The Board met today at 2:32 p.m. for a public hearing to consider a preliminary and final plat for Max Estates #2 short plat; PH2017-5. Present were: Commissioners Pam White and Steve Rule, DSD Director Tricia Nilsson, DSD Planner Daniel Lister, Paul Jones, Paul Bushman, Darin Holzhey, Neal Hunt, Lee Breshears, Brent Barr, Rob Smith, Kim Smith and Deputy Clerk Jenen Ross. Daniel Lister gave the oral staff report stating that today we're looking at a short plat proposed by Paul Jones. This is Max Estates Subdivision #2, the replat of Max Estates Subdivision. The replat is proposing to split the 11.1 acre parcel into two creating an 8.56 acre lot and a 2.53 acre lot. The background of this subdivision is that it was approved as Red Fox Estates and at the time it was zoned agricultural. The lot was created as a 16.14 acre lot but it was split incorrectly so the owner at the time had it rezoned in 2012 to change it from agricultural to rural residential and then had the Max Estates Subdivision approved shortly after. In reviewing this lot, the lot is rural residential and is surrounded by 30 subdivisions within a one mile vicinity. The future land use map shows this a residential area and it falls within the City of Nampa's impact area and also shows as a residential area. The subdivision itself is rural residential and guidelines show it meets the minimum lot size requirements with an average of 2 acres. The plat was reviewed by the affected agencies and comments were received stating this would not have an impact to access or irrigation. The planning commission recommended approval of the short plat, preliminary plat and final plat. There was opposition at the hearing; some of the concerns included inadequate access, lot size inconsistency, irrigation issues and impact of personal enjoyment of the property. A plat note was added that states: "Lots 1 and 2, block 1 are not eligible for future replat unless approved by governing agency." Upon review by Nampa Highway District and Nampa/Meridian Irrigation District said no future improvements are needed and didn't find that this split would be an impact to the area. Paul Jones stated that in 2012 he found this lot but in talking with his realtor and the county learned that the lot was a non-conforming lot and that it did not have a building permit. He worked with the county and planning and zoning to find out the issues and if they were correctable issues. He was told they were all correctable issues it was just going to take someone to do the leg-work. He followed the recommendations of planning and

zoning in how to get it rezoned and how to get things done to bring the property into compliance the way that they would like. Once all that was completed a building permit was granted and he built his home. When he did that he went into the neighborhood and spoke with the neighbors letting them know that he was there as a homeowner and he wanted to build a home and raise his family in south Nampa and that he wasn't looking to change the feel of the neighborhood or to do anything adversely and that he wasn't a big developer that wants to put in a bunch of houses. With that he build a home that was compatible to the size of homes in the area. He put in an irrigation system, yard and landscaping. He's lived there for the past 5 years but recently he's had some things in his life change and his original intention to have just his home there has changed and that is what has brought about the need to split this lot. He's looked at a few different options and worked with the county where he was given some additional options of what he can do with the land. After a lot of discussion with his family, neighbors and the county it was decided that it still fit the community best to just divide out this one lot. This will still be a 2.53 acre lot which is compatible with the rest of the area. Brent Barr offered testimony on behalf of his parents who are the property owners. He said the lot his family owns has been illegally subdivided into 3 lots consisting of 7.5, 2.5 and 2.5 acres which is part of the reason the lot size has been shifted down. The reason he is in opposition is because it is a rural subdivision, it is a rural setting and Mr. Jones is talking about putting in a combined frontage causing the use of the same entrance for two houses. Mr. Barr and his father feel that it changes the shape of the neighborhood when you continue adding houses and worry they are going to run out of room fairly soon. Rob Smith offered testimony in opposition stating that he is concerned about losing the rural feel which is the reason they bought their lot. They were told by the county that there would be no home back there and they allowed Mr. Jones to come into their community and didn't fight him. He and his wife have lived in their home for 16 years and the rural feel is why they moved there; he said it's more than just the view. Commissioner Rule asked Mr. Lister about the easements of the parcel in question; Mr. Lister said approximately 50% of the 2.53 acres is easement. Kim Smith offered testimony asking the Board to deny the rezone. 16 years ago they purchased their home at the end of the cul-de-sac because the subdivision only had 6 permitted homes and the home they were buying had an unobstructed view to the west with lots of privacy; they checked in several times with the county who confirmed there were no other building permits in their agricultural subdivision. She provided mock-up photos of what her view is now and what it would be like if this rezone were to happen and another home were to be built (entered as exhibit 17). She has concerns about adverse effects the new driveway which will travel parallel to their property. She does not want to see anymore building permits issued for any part of the original Red Fox Estates. Ms. Smith said that they were told by the county that because the property was split illegally that a permit would not be issued. Commissioner Rule asked if any kind of the documents can be produced in regards to the "agreement" that keeps being spoken about. Mr. Lister said there is no written documentation stating that the property would never be built on. Mr. Smith said that information was submitted from the 1997 decision by the Board of Commissioners. Mr. Lister said that since 1997 the property has been rezoned rural residential and there are no provisions saying that they can't build, there are no restrictions; it wasn't a conditional rezone, it was a full rezone. Heather Lewis offered testimony in opposition stating that she feels this rezone only benefits one person, Mr.

Jones, and that every other property owner in her neighborhood stands to lose their view, deal with more traffic and a decrease in property value and is asking the Board to take that into consideration. She stated that although the Jones' home is very well kept it is the smallest home in the neighborhood and where the new home is planned for right behind the Smiths' house and she feels that, esthetically, it's a very strange place on that plot of land. She feels that if this rezone is approved it will be a detriment to every property owner in her cul-de-sac. Neil Hunt provided testimony in favor stating that for the last few months they've been looking for land to build a home on. Mr. Jones has offered to sell them this piece of land and they have blueprints drawn up for a home they'd like to have built on the property. They have plotted the house on this piece of land and there is plenty of room even with the easements. Paul Bushman, with PJB Construction, offered testimony in favor of the rezone stating that he has a lot of experience building in rural areas and one of his concerns about building in this subdivision was the integrity of the subdivision because in his opinion some of the yards don't look that great and he feels there are not enough covenants to stop this from happening. His objective is to keep the integrity of the home and he will advise people as to whether he feels it's a good or bad location. He said the lot is a little different in the size but the way the house is designed there is no reason it won't fit in this subdivision and meet all the covenants of the entire area. Darin Holzhey, with Mason & Associates, Inc., offered to answer any technical questions the Board may have. The Board did not have any questions for Mr. Holzhey at this time. Cindy Greco offered testimony in favor stating that her father was the developer of Red Fox Estates where he lived in a 900 sq. ft. house and later built another house for his son that was later sold to the Barr's. Her dad's original intent for this subdivision was to have many, many more houses than are there now but unfortunately with the recession it was a struggle to sell the lots he did. She wanted to support the Jones' in the request to have their property rezoned. Paul Jones was given the opportunity to offer rebuttal testimony. He said that they are planning to use the same entrance and working with the county to have access from Red Fox Drive onto the property and he was told it wasn't a big deal and was allowable. In regards to running out of room in Red Fox Estates, there is a limited amount of land and eventually it will run out of lots. In 1997 there were originally 6 lots and if you look at Red Fox Estates of the original 6 lots there are now currently 10 lots that are inconsistent in size, they are anywhere from 2.5 acres to 11.1 acres. In 2012, when he was first looking at the property, they didn't want him to be part of the subdivision because there were issues with the well and some other things within the subdivision. In order to bring this lot into compliance the county had him make his parcel Max Estates and his own subdivision which is how it was platted at rural residential. At that time, the note the Board had him include was that if he were ever to split the 11.1 acres that there wouldn't be any other splits unless there is approval from a government agency allowing it. Mr. Jones reiterated to the Board that although the other homeowners in the neighborhood speak of their rights he is the one who purchased the property and he is the one that has done all the work and had the expense to bring it into compliance. Commissioner Rule asked Mr. Jones if he has his own well and sewer/septic. Mr. Jones confirmed he did and that the new home would have its own private well and septic; there are also surface water rights with his property along with the new home to be built. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to close public testimony. Commissioner Rule said that in hearing testimony he quickly narrows the scope to

ordinance, law or any conditions of preexisting plats or agreements; although there was testimony about agreements, no written documentation was provided and therefore has to be excluded in his opinion. For him, this rezone fits with Canyon County's and the City of Nampa's zoning requirements and he cannot use the loss of view argument as a reason to deny the rezone. Tricia Nilsson stated that there are no regulations as to building within easements as long as they are able to have a well and septic meet the spacing requirements by SWDH. Commissioner White said that she understands the emotion when change occurs, especially when you've enjoyed something for a time and didn't expect the change, however, she agrees with Commissioner Rule. Mr. Jones owns this property and has his own private well and septic so it doesn't put any strain on the system for the rest of the neighborhood. Commissioner White believes that he will be sensitive to the other interests of the people already living in the neighborhood but it's his property and there are personal property rights involved. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to approve the short plat for Max Estates #2. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to allow the chairman to affix her signature to the final plat. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to authorize the approval of the findings of fact and conclusions of law and order. The hearing concluded at 3:37 p.m. An audio recording is on file in the Commissioners' Office.

SEVENTEENTH DAY OF THE JULY TERM, A.D., 2017  
CALDWELL, IDAHO AUGUST 1, 2017

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

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

The Board met today at 8:55 a.m. for a biweekly meeting with the Human Resources Director to discuss general issues, set policy and give direction. Present were: Commissioners Pam White and Steve Rule, HR Director Sue Baumgart, Deputy P.A. Zach Wesley, Deputy P.A. David Eames and Deputy Clerk Jenen Ross. The county has been paying Delta Dental \$140.00 each month for administration of the dental COBRA coverage, however, it has been decided within HR that since they are already doing the administration portion of the Willamette Dental COBRA they could also take over Delta Dental since there really are not many people on this program. A termination letter to Delta Dental was presented to the Board for signatures, this letter lets them know that the county will still be using the regular Delta Dental benefits but will be terminating the COBRA administration portion (a copy of this letter is on file with this day's minute entry). Ms. Baumgart let the Board know that they have changed the policy for the FSA (flexible

spending account). The policy now states that at the end of the calendar year if you have \$10.00 or less in your account and don't enroll for the upcoming year you will need to use the funds or they will be lost. Currently, accounts are being rolled from year to year but the county is paying a \$2.00 service charge for accounts with balances of just a few cents. Letters have been sent to employees with balances of less than \$10.00. The meeting concluded at 9:00 a.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE

The Board met today at 9:04 a.m. for a legal staff update. Present were: Commissioners Pam White and Steve Rule, Deputy P.A. Zach Wesley, Deputy P.A. David Eames, Director of Indigent Services Yvonne Baker and Deputy Clerk Jenen Ross. Yvonne Baker explained the applicant on an approved case from 2014 is requesting a temporary lift of the lien so he can purchase a home. The issue is not really subordination of the lien, it's with the lien in place the loan to value puts him over the criteria and they would not be able to proceed with the purchase of the home. They are asking for a temporary lift and after it's funded they would place the lien back as well have the applicant sign a consensual lien. Commissioner Rule asked if they are selling a home and purchasing another. Ms. Baker said they are not, this is just the purchase of a home. The applicant has been consistent with his payments to the county, the original balance was \$12,651 and the current balance is \$11,561. The Board has approved a temporary lift of the lien. The meeting concluded at 9:07 a.m. An audio recording is on file in the Commissioners' Office.

#### PUBLIC HEARING – REQUEST BY VICTOR WARR FOR A COMPREHENSIVE PLAN MAP AMENDMENT AND REZONE, CASE NO. PH2017-11 & 12

The Board met today at 1:31 p.m. to conduct a public hearing in the matter of a request by Victor Warr, Case No. PH2017-11 & 12, for a comprehensive plan map amendment to change the designation of Parcel No. R29707 from "Agriculture" to "Residential." Also requested is a rezone of R29707, approximately 60.27 acres, from an "A" (Agricultural) Zone to an "R-R" (Rural Residential) Zone. The subject property is located at 8737 Southside Blvd., Nampa, Idaho, in a portion of the NE ¼ of Section 23, T2N, R2W, BM, Canyon County, Idaho. Present were: Commissioners Pam White and Steve Rule, DSD Director Tricia Nilsson, DSD Planner Jennifer Almeida, Victor Warr, Deidre Warr, Ronalee Linsenmann, Katherine Vichorek, Malete Rudkin, Dee Bingham, Duane Warn, Bev Warn, Robert Rudkin, Zoe Rudkin, Cloriece Townley, and Deputy Clerk Monica Reeves. Jennifer Almeida gave the oral staff report. The lack of existing residential zoning or recent approval for zone changes in the immediate vicinity demonstrate there is no justification for the zone change at this time. The area contains several dairy operations as shown on Exhibit 13, the nearest operation is located approximately 3,000 feet east of the subject property. There are also six dairies and one feedlot within two miles of the property. The introduction of a potential of 28 lots within this area may have a negative impact on the agricultural uses that currently exist. The Planning and Zoning Commission recommended denial of the comprehensive plan map amendment and rezone request on May 18, 2017. Staff is recommending denial of both

requests. Victor Warr offered testimony in support of his application. He believes there is a need for properties of this size for those who want to live on small acreages and raise animals and have a large garden, things that are not possible in most subdivisions. There are few lots of this size that are for sale in the area, most properties have existing homes or they are farms for sale. He said there are 30 residential developments within a mile and half of this property with an average lot size of just over two acres. According to Mr. Warr, the rural residential rezone would benefit Canyon County because of tax revenue and the land would be more intensely used agriculturally as far as gardens and pastures. There have been administrative splits, and he could split part of his property administratively but he has chosen not to. The area is a mix of agriculture and sporadic residential uses. The area hasn't changed much in the last few years but as the staff report states there would be no significant impact on public services. There would have to be sewer and water wells for each lot but with two acres there is plenty of room for percolation.

The following people testified in opposition to the request:

Ronalee Linsenmenn stated she concurs with the opposition testimony that was given at the previous hearing, and she said if a speculator purchases property for development then they need to choose a property in a more appropriate location. Ms. Linsenmann said her well water tested 10 parts per million on nitrates, which is the maximum level you can be at for safety reasons and she was told that if she decided to sell her home she would have to install a whole house water system to remediate the nitrate problem because she cannot legally sell the home with a well with nitrates that high. Given the dairies and the lava rock in the area the water situation is not going to improve, it will only get worse. She spoke about the health concerns with water containing nitrates and the types of filtration systems that are recommended. Robert Rudkin lives across the street from the north end of the property and he agrees with Ms. Linsenmann's testimony. He is concerned with the water issue and the impact the project will have on the wells and he said with the absence of any city services it will be costly for an individual or the city to come down that far to support the increased number of wells, septic tanks, etc. The area is on a big lava bed so the filtration is a limited part of that. Irrigation water is also a concern because they are already seeing limitations and restrictions and an increase of 30 homes would be noticeable. Traffic is another concern with farm equipment utilizing the road and adding two cars per home will create a lot more traffic. Mr. Rudkin said he respects Mr. Warr's desire to profit from his purchase but he fears the subdivision of this property, without any nearby services to support it, will negatively impact a lot of people. He believes the property is useable for agriculture. Dee Bingham said there is an underground pipe buried across part of the subject property and it has a 20-foot easement for ditch maintenance and she is concerned that Mr. Warr hasn't given any provision for the easement. She is the water manager and turns the water on and off for property owners and on a good year they get 3.75 acre feet, but they were cut back to almost half of that. She said you cannot grow grass and that's why most of the ground in the area is alfalfa. The subdivision next to her property has been there for 15 years and there are weeds because the owners can't maintain it due to the lack of water. Ms. Bingham said a neighbor put in an aboveground septic tank because they couldn't get it buried due to the lava rock, and Idaho Power had to use dynamite so they could have a deep enough hole for power poles. She said the easement is critical because if there is damage on the west side of the property



they cannot get water. Duane Warn testified about the water adjudication process he went through and the importance of making sure he has access for a tractor to get to both sides of the ditch which he maintains for irrigation use. He wants to make sure there is a recorded easement for it. He said there is an easement of enjoyment that he takes care of because no one in the subdivision will do it; people grow grass around their house and the rest is in weeds because they don't maintain their property. If the request is approved, Mr. Warn wants an easement recorded so he can get access to both sides. Beverly Warn testified about the traffic in the area and said 2,100 cars per day go south by the subject property and almost 1,800 go north and if the project is approved it would add another 300 trips. She said their farm has been in the family for over 70 years and every time land is divided next to them their way of life is disrupted. There are at least three properties for sale within 1 ¼ mile that haven't sold. There is farming equipment on the roads all the time and their property is divided by the road in three pieces and when they move their farm equipment people get impatient and she is afraid there will be more accidents with the additional cars this project will bring. She spoke about irrigation problems, weeds, and other incidents they have to deal with; irrigation water is not guaranteed and she is fearful of buyers not honoring the easements for the buried pipe. Ms. Warn said the neighborhood doesn't deserve any more attacks on their livelihood, well water, or irrigation water therefore she is not in favor of the request. Victor Warr offered rebuttal testimony. He said the nitrate levels can be taken care of with a whole house system, a reverse osmosis system works very well. There are some extra costs when you build a home but it's not a significant cost when you look at the whole price – it would be required in any new home. He said traffic is travelling on a main road between Nampa and Melba and traffic will increase and there will be more people moving there because it's a nice area, a safe area, and there are many recreational opportunities. Mr. Warr said the neighbors do not want change but the area will change whether his project is approved or not. Regarding the ditch easement, he said Ms. Bingham has the recorded easement and there's nothing he can do; he will build around it or do what needs to be done to protect their water and the way it's delivered and the same goes for Mr. Warn so that he has access to his water and his ditch easement. Restrictive covenants will have to be written to help take care of those situations if this is approved. With regard to ingress/egress, Mr. Warr said the highway district will not consider anything until this project has been approved.

(The Board took a brief recess at 2:11 p.m., and went back on the record at 2:15 p.m.)

Katherine Vichorek said she echoes the testimony that has been given. She measured the distance from the top of the hill to where the houses will be going and down to Deer Flat Road and it's 263 yards and you cannot see a car coming, they travel anywhere from 55 mph to 80 mph. The project will have a huge impact the amount of traffic on the road and the Board needs to look at the overall impact it would have on those who live in the area. Mr. Warr was given an opportunity for re-rebuttal and he said in the staff report under significant impacts it says the state has not identified significant impacts as a result of the zoning map amendment from agriculture to rural residential. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to close public testimony. Commissioner Rule asked if there are any reasons the easements wouldn't hold all rights-of-way and protection under any new development. Ms. Almeida

said they would and existing easements that are recorded will need to be shown on the plat. The testimony from Duane Warn was that they did not have a recorded easement, but Mr. Warr indicated he would work with them to obtain that easement, and once it's recorded it will need to be shown on the plat. Commissioner Rule asked if it will be taken care of during platting. Director Nilsson said this is a straight rezone so we can't put conditions on it; we can hope they would show that easement on the plat but we don't have a lot of specific findings for subdivision plats other than complying with the code, but the issues of ditch maintenance and what's required for that we hope would be accomplished with the plat but we can't promise it would happen since we can't put conditions on the rezone. Commissioner Rule asked what the capacity is for a main arterial roadway. Director Nilsson said the capacity is several thousand but she doesn't have a specific number. Commissioner Rule said sewer and water are under the Southwest District Health's jurisdiction and will have to be approved at that level. He looks at what's happening in the area and he sees a lot of development of small acreages bordered by a good chunk of farm ground. Ms. Almeida said the ones to the south, immediately adjacent, vary in size from 2.62 acres to 23.85 acres. Commissioner Rule said he doesn't particularly like the lay of this development but one thing he does stand strong on is property rights. He then made a motion to approve the comprehensive plan map amendment and rezone for Victor Warr, Case No. PH2017-11 & 12. Commissioner White seconded the motion with discussion and said she appreciates property rights but she weighs compatibility when looking at land and zoning issues especially when talking about comprehensive plan map changes. The comprehensive plan is not stone, it's something you have to approach knowing there is flexibility and room if the project speaks to the change and how it will fit. She has some reluctance because of the dangerousness of Deer Flat Road and Southside Boulevard with speeding vehicles. In looking at the zoning and classification map she doesn't find the compatibility that sways her to approve this project because the area is still largely agriculture and she's leaning toward keeping the property in agriculture. A roll call vote was taken on the motion with Commissioner Rule voting in favor of the motion to approve the rezone and the comprehensive plan map amendment. Commissioner White voted against the motion to approve. A tie vote results in an automatic denial. Director Nilsson said there is a provision to request reconsideration and staff will ask for a week to prepare the Findings to make sure they reflect the Board's decision today. In the meantime we can communicate with the applicant the request for reconsideration and make sure we draft the action letter so they are fully aware of that provision. Commissioner Rule made a motion to consider the written Findings of Fact and Conclusions of Law on August 9, 2017 at 9:30 a.m. The motion was seconded by Commissioner White. Director Nilsson said she needs to check with the PA's office on whether or not that warrants an additional hearing by the Board, in particular, what would be the role of Commissioner Dale at that point and what options are available for him to participate on a request for reconsideration. Once the Board signs the Findings the clock starts ticking on the applicant or any affected party submitting a request for reconsideration. The hearing concluded at 2:35 p.m. An audio recording is on file in the Commissioners' Office.

EIGHTEENTH DAY OF THE JULY TERM, A.D., 2017  
CALDWELL, IDAHO AUGUST 2, 2017

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

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Dell in the amount of \$5162.96 for the Information Technology department
- Case Management Systems in the amount of \$16,000.00 for the Information Technology department

#### APPROVED CLAIMS ORDER NO. 1722

The Board of Commissioners approved payment of County claims in the amount of \$1,561,605.11 for a County payroll.

#### APPROVED CLAIMS ORDER NO. 8-3-17

The Board of Commissioners approved payment of County claims in the amount of \$240.00 for accounts payable.

#### APPROVED CLAIMS ORDER NO. 8-10-17

The Board of Commissioners approved payment of County claims in the amount of \$5938.76 for accounts payable.

#### APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for The Curb Bar & Grill to be used 8/26/17 for a wedding.

#### APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for The Curb Bar & Grill to be used 8/18/17 for a wedding.

## CONSIDER INDIGENT DECISIONS

The Board met today at 8:45 a.m. to consider indigent decisions. Present were: Commissioners Pam White and Steve Rule, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Customer Service Specialist Robin Sneegas, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to approve Case No. 2017-775 with a final decision to be issued within the next 30 days. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to issue a final denial with a written decision to be issued in the next 30 days for Case No. 2016-1066. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to place Case Nos. 2017-1217 and 2017-1374 in suspension. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to issue initial denials for the following cases with a written decision to be issued within 30 days: Case Nos. 2017-1257, 2017-1256, 2017-1251, 2017-1253, 2017-1260, 2017-1399, 2017-1373, 2017-1262, 2017-1255, 2017-1244, 2017-1243, 2017-1250, 2017-1118 and 2017-1259. The meeting concluded at 8:50 a.m. An audio recording is on file in the Commissioners' Office.

NINETEENTH DAY OF THE JULY TERM, A.D., 2017  
CALDWELL, IDAHO AUGUST 3, 2017

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

## CONSIDER SIGNING INDEPENDENT CONTRACTOR AGREEMENT FOR COURT INTERPRETER OKSANA DOBBINS

The Board met today at 9:01 a.m. to consider signing an independent contractor agreement for court interpreter Oksana Dobbins. Present were: Commissioners Pam White and Steve Rule, Clerk Chris Yamamoto, Executive Assistant Taryn Peterson, Deputy P.A. Mike Porter, Deputy P.A. Allen Shoff, and Deputy Clerk Monica Reeves. Mr. Shoff said this is the same type of agreement that's been brought before the Board where they are building up the roster of court interpreters and making sure they are under contract so we have a good system for ensuring competence and that the rights of everyone are protected. Ms. Dobbins speaks both Russian and Ukrainian and is certified in Washington and Oregon where they have strict credential requirements to stay on the roster. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the agreement with Oksana Dobbins. (See Agreement No. 17-075.) Clerk Yamamoto said it's been an adventure and the interpreters have grouped up and started union style activities so the County has been trying to do the right thing with the contracts. There has been some pushback but we are picking them up one at a time, thanks in part to Taryn Peterson's efforts

in getting them onboard. The Clerk believes interpreting is the best it's ever been. There were no issues for legal staff. The meeting concluded at 9:07 a.m. An audio recording is on file in the Commissioners' Office.

CONTINUE PUBLIC HEARING REGARDING AN APPEAL BY KYLE COOPER OF THE P&Z COMMISSION'S DENIAL OF CASE NO. PH2016-69

The Board met today at 1:33 p.m. for a scheduled public hearing in the matter of an appeal by Kyle Cooper of the P&Z Commission's denial of Case No. PH2016-69. Present were: Commissioners Pam White and Steve Rule, Amy Hebert, and Deputy Clerk Monica Reeves. The Board was informed that the applicant wanted all three Commissioners present so they asked for a continuance. Upon the motion of Commissioner Rule and the second by Commissioner White the Board voted unanimously to continue the hearing to September 28 at 1:30 p.m. The proceeding concluded at 1:34 p.m. An audio recording is on file in the Commissioners' Office.

TWENTIETH DAY OF THE JULY TERM, A.D., 2017  
CALDWELL, IDAHO AUGUST 4, 2017

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

No meetings were held.

TWENTY-FIRST DAY OF THE JULY TERM, A.D., 2017  
CALDWELL, IDAHO AUGUST 7, 2017

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

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

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

### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Amazon.com in the amount of \$1248.16 for Indigent Services
- Idaho Tool & Equipment in the amount of \$2780.00 for the Fleet department

### APPROVED CLAIMS ORDER NO. 8-10-17

The Board of Commissioners approved payment of County claims in the amount of \$60,660.30, \$43,904.66, \$62,609.92, \$62,805.61 and \$47,262.72 for accounts payable.

### COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:34 a.m. for an office staff meeting. Present were: Commissioners Tom Dale, Pam White and Steve Rule, PIO Joe Decker, Sr. Administrative Specialist Jamie Miller, and Deputy Clerk Monica Reeves. The Board reviewed this week's schedule with staff. Joe Decker reported on the following communication issues: talking points for the KBOI radio interview; he will attend an eclipse workshop meeting tomorrow at the Nampa Police Department, as well as a campus security consultant meeting, the FY2018 budget hearing, and a steering committee meeting. He will handle the webmaster duties next week while Nick Toves is out of the office. The meeting concluded at 8:42 a.m. An audio recording is on file in the Commissioners' Office.

TWENTY-SECOND DAY OF THE JULY TERM, A.D., 2017  
CALDWELL, IDAHO AUGUST 8, 2017

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

### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- IdentiSys Inc. in the amount of \$9711.00 for Information Technology and the Sheriff's Office
- HP in the amount of \$1621.52 for the Information Technology department
- Franklin Building Supply in the amount of \$2172.03 for the Parks department

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

The Board met today at 8:32 a.m. for a biweekly meeting with the Facilities Director and the Director of Information Technology to discuss general issues, set policy, and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Facilities Director Paul Navarro, IT Director Greg Rast, Assistant IT Director Eric Jensen, and Deputy Clerk Monica Reeves.

### **Facilities report:**

The recreation yard lid for Pod 5 is done and the security fence is going up now and we'll have to install a magnetic lock and badge access point. There will be a three-foot gate with a call button and camera that goes to the deputy station and they can release the lock. Once the fence is finished and the gate is operational the city will do a certificate of occupancy inspection as per the conditions of the special use permit the city imposed. An asbestos abatement contractor has been hired for the Anderson Corner project in Parma and once the 10-day notice expires the abatement and demolition work will begin. The lactation room for the Sheriff's Office is done. A jail maintenance lead travelled to Washington with Sheriff Donahue and DLR to tour the Skagit County facility and he came back with several good ideas. The juvenile probation camera project will begin this week. The teardown of the Fair is finished and he is thinking about installing building lights with LED floods so that the Fair Director won't have to rent light generators which are time consuming and expensive. The third floor courtroom remodel will start next Monday.

### **IT report:**

There were some technical issues at the Fair but they were addressed quickly. They will evaluate what they have and expand next year for better coverage. AAtronics is working to resolve the feedback issues in the public meeting room prior to tonight's budget hearing. When they made some software updates some things broke so they are fixing it. Once a vendor has been selected for the microwave connectivity project they hope to start working on it immediately. In regards to the scanning position that was approved, there are over 205,194 pages that have been scanned and they're at \$26,000 over six months so he is pleased they are on target to cover the position. The person is currently in the Assessor's Office doing onsite work and then the person will move to the Development Services Department followed by the Clerk's Office. The Assessor wants to hire a fulltime person to scan the voluminous backlog of files. Director Rast asked if the Board is ready to use tablets and start the process of using electronic signatures on documents to reduce the amount of paper. After discussion it was decided that IT will continue with their current OnBase projects and bring the matter back for discussion with the Board at a later date. Commissioner Rule asked Director Rast for his thoughts on the Clerk's decision to remove a new position request from the IT budget. Director Rast said he was going to use that position for security, for breach monitoring and Windows server updates and without the position it will put the department behind, cause employee burnout, and puts the County at a liability. Commissioner Rule believes Director Rast needs the position and it should not be removed.

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

#### CONSIDER SIGNING AUGUST 8, 2017 AGENDA ITEMS

The Board met today at 9:00 a.m. to consider signing the August 8, 2017 agenda items. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Allen Shoff, Deputy P.A. David Eames, Deputy P.A. Brad Goodsell, Facilities Director Paul Navarro, IT Director Greg Rast, Assistant IT Director Eric Jensen, Public Defender Krista Howard, PD Office Manager Deepak Budwani, Executive Administrator Taryn Peterson, Indigent Services Director Yvonne Baker, other interested persons, and Deputy Clerk Monica Reeves. The items were considered as follows:

***Notice of Intent to Award FY17 Canyon County Microwave Connectivity Project:*** Director Rast said Idaho Tower came out on top for the internal scoring side and as well as on the reference checks. The proposal fits within the allocated budget and it's his recommendation the Board select Idaho Tower for the project. Commissioner Rule made a motion to authorize the notice of intent to award to Idaho Tower. The motion was seconded by Commissioner White and carried unanimously. The final calendar event is a one week time period in which any potential vendor can protest the award and after that point the contract will be prepared and the agreement will be entered into with Idaho Tower.

***Consider Signing Thomson Reuters Agreement for West Proflex for the Public Defender:*** Allen Shoff said this creates the WestLaw legal research product which is very similar to many other legal research products and from a legal perspective he has no issues with the document. Krista Howard said they use the comprehensive database for legal research. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to sign the Thomson Reuters Agreement for West Proflex for the Public Defender. (See Agreement No. 17-077.)

***Consider signing Resolution Classifying Records of the Canyon County Auditor and Authorizing the Destruction of Certain Records:*** David Eames said the Auditor wants to destroy some records from 2011 that include claims and taxing district statements, which are semi-permanent records that can be destroyed after five years. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the resolution authorizing the destruction of certain records from 2011. (See Resolution No. 17-144.)

***Consider signing Independent Contractor Agreement for Court Interpreter Tatiana Nazarco:*** Ms. Nazarco is a Romanian language interpreter who is currently employed by the Washington court system. The fee is higher than some of the other interpreters because the Romanian language is much more in demand and it's rarer to find an interpreter particularly in Idaho. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to sign the agreement for court interpreter Tatiana Nazarco. (See Agreement No. 17-076.)



***Legal staff update:*** Commissioner Dale informed the Board of a discussion that took place yesterday with Valley Regional Transit (VRT) regarding the study on the vanpool program that looked at the cost effectiveness of the Ada County Highway District's (ACHD) program. It's a fairly delicate situation between VRT and ACHD and there are emotional feelings on both sides of the issues and hopefully a good decision will result. His feeling is it should be a collaborative effort where ACHD continues to do what they're doing but acknowledges the coordination efforts and authority of VRT to help coordinate efforts so it becomes a smoother operation. The Board went into Executive Session as follows:

EXECUTIVE SESSION – RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

Commissioner Rule made a motion to go into Executive Session at 9:15 a.m. pursuant to Idaho Code, Section 74-206(1) (d) and (i) to discuss records exempt from public disclosure and attorney-client communication, and to communicate with the County's risk manager regarding pending/imminently likely claims. The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, Deputy P.A. Allen Shoff, Indigent Services Director Yvonne Baker, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:52 a.m. with no decision being called for in open session.

An audio recording of the open portion of the discussion is on file in the Commissioners' Office.

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

At 10:00 a.m. Commissioner Dale made a motion to go into Executive Session pursuant to Idaho Code, Section 74-206(1) (b) and (d) discuss personnel issues related to specific employees and related documents. The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White, and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Facilities Director Paul Navarro and Deputy Clerk Monica Reeves. The Executive Session concluded at 10:25 a.m. with no decision being called for in open session.

MEETING TO DISCUSS CAMPUS SECURITY CONSULTANT PROJECT CANDIDATES

The Board met today at 3:32 p.m. to discuss the campus security consultant project candidates. Present were: Commissioners Tom Dale and Pam White, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, Clerk Chris Yamamoto, Controller Zach Wagoner, Chief Deputy Sheriff Marv Dashiell, IT Director Greg Rast, Assistant Director Eric Jensen, Facilities Director Paul Navarro, and Deputy Clerk Monica Reeves. Commissioner Steve Rule arrived at 3:56 p.m. Sam Laugheed said there were a number of proposals and the research committee narrowed them down to four and those firms came in and gave presentations and the committee met to go over the results of those interviews and they produced a compilation spreadsheet. They measured the following topics: work with other entities, the qualifications of their key personnel, the proposed approach to our project, the nature of the County's return on investment, and the congruence of the proposal with what the County's needs are. The committee members valued different things at different times in the proposals but ultimately the average and final scores it looks as if the Triad Consulting Group stood out slightly over the others. Chief Dashiell said the committee members realize they could probably reach a lot of goals internally, however, they don't have the time to take people out of their responsibilities to achieve this. He rated Triad first because they had a broader range of experience and came in with a different atmosphere as far as working for the simplest solution. A couple of the others talked more about technology which adds more money into the next phase. Greg Rast said he agrees with everything Chief Dashiell said. Triad is his first choice because they are a technology firm so he relates to them. Eric Jensen likes Triad because they have a wide range of experience and talked about maybe not needing fancy technology, just procedures and he agrees with that. Jensen-Hughes was his second choice. Paul Navarro likes Triad and he said it's nice to have a third party that doesn't put us on the spot. We are dealing with challenging personalities and with elected officials who have their own specific interests and needs and Triad's experience is impressive in terms of having worked on similar projects in size and scope. Zach Wagoner said there is sufficient horsepower within the County to do this ourselves and he has concerns about the return on investment and value and whether we have clearly defined what we are looking for and what we are hoping to achieve. He wants to clearly understand what value the County will receive and he questioned whether this is the best use of this money at this moment in time. Commissioner White asked if we can ask them to narrow the scope. Chief Dashiell said access is one part, surveillance is another, and the physical attributes of the facility is another part. Mr. Laugheed said the intent of the RFP was to find somebody we can work with that could talk to the diverse stakeholders and do a risk assessment, look at what we have in place, look at what best practices would be and try to have a needs analysis of what the county's needs are from the tech side, from the physical side, building access side and then help us prioritize those things and help narrow it down to bite size pieces. Director Navarro said the master plan will look at what our most exposed assets and liabilities are and then we as the team can figure out how to close that by creating policy, having a uniform camera policy, uniform retention policy, addendums to our handbooks on fire drills, and access badges. There are a thousand things we can do without having them do it for us. It can be narrowed down. Director Rast said if you look at the return on investment question on the rating those are the lowest scores and we had quite a discussion on that and it was not taken lightly. Yes, we can come up with a plan but the time it involves is an issue. We knew this was going to be a multi-year phased approach, but how do we approach that plan?

We are qualified to potentially do this but we need to control the scope and make sure the return on investment is there through a plan that we can implement through the years. (Commissioner Steve Rule arrived at 3:56 p.m.) Commissioner Dale asked if we are committed to the \$86,000 cost if we decided to go with Triad. Mr. Laugheed said no, we are not. We would give notice to the proposers that this is the firm we're looking at and then we would negotiate with them and refine the scope at that time and reduce the cost and limit it, perhaps by not including all the other properties right off the bat. We are not agreeing to any price at this point. We could go with a not to exceed amount for an initial part and have them talk to the key stakeholders and develop a better proposal for us. Commissioner Dale is comfortable with going forward with the recommendation of Triad and authorizing a negotiation period. Controller Wagoner felt the most comfortable with Jensen-Hughes as far as working with each other. Commissioner Rule is not excited about spending a lot of money on studying a system when some of the committee members could do it themselves. Director Rast said the committee members do not have the time to come up with a master plan and then figure out how to put it into action countywide. Mr. Laugheed said we could say we have a much better idea of what we want to do and we are not going to make a choice right now so we'll terminate the RFP and do some more discussion with them as an independent contractor. If we set a not to exceed amount at \$50,000, which is the statutory limit, we wouldn't have to go through the process and we could take the information we gained through this experience and use it to inform a negotiation with any of them. Commissioner Rule said he was more concerned with the amount of money we put toward this rather than who the contractor is. Commissioner White made a motion to amend the agenda to consider giving notice of intent to negotiate a contract with a security consultant firm. The motion was seconded by Commissioner Rule and carried unanimously. Commissioner Rule made a motion to enter into negotiations with Triad Consulting and Design Group and Jensen Hughes, which includes narrowing the scope to a point where we can get an identifiable product at the end. The motion was seconded by Commissioner White and carried unanimously. The meeting concluded at 4:27 p.m. An audio recording is on file in the Commissioners' Office.

#### FISCAL YEAR 2018 BUDGET HEARING

The Board met today at 5:10 p.m. to conduct the Fiscal Year 2018 Budget Hearing. The hearing was held in the public meeting room of the Administration Building located at 111 11<sup>th</sup> Avenue North in Caldwell. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, Chief Deputy Clerk Drew Maffei, Chief Civil Deputy P.A. Sam Laugheed, Sheriff Kieran Donahue, Chief Deputy Sheriff Marv Dashiell, Facilities Director Paul Navarro, Chief Probation Officer Elda Catalano, Director of Misdemeanor Probation Jeff Breach, Public Defender Krista Howard, PD Office Manager Deepak Budwani, Indigent Services Director Yvonne Baker, Weed Control Superintendent Jim Martell, PIO Joe Decker, Mike Cowan, Kathy Alder, Larry Stevenson, Steve White, other interested citizens, and Deputy Clerk Monica Reeves. Zach Wagoner reviewed the Fiscal Year 2018 Budget and a copy of the handout he prepared is on file with this day's minute entry. His review was as follows:

Three key priorities were identified during the 2018 budget process:

- Minimize the property tax request by maximizing and fully utilizing all other revenue sources. The County's budget is funded 53% by property tax, there are other charges for services, other fees we collect and it's appropriate to look at those fees and charge an equitable fee for the service that's being provided. We need to protect the levels of fund balance and maintain appropriate levels of reserve and provided funding for statutorily required obligations. There are certain mandated obligations that rest upon the County, some relate to our responsibilities for medical care and indigent public defense and we need to levy the appropriate amount of property tax dollars to provide those required services. In order to minimize the property tax request, the FY2018 budget includes \$3 million of fund balance that has been reassigned for property tax relief. The County had \$6 million of assigned fund balance set aside for capital projects/improvements but it's been decided to take \$3 million of that \$6 million and allocate it to the 2018 budget for property tax relief. That action does not jeopardize the County's financial health in any way.
- We need to invest in and retain our essential personnel. The budget includes \$2.7 million invested for salaries and benefits to continue the rollout of the compensation plan and it includes \$10.2 million for the employer funding of the health insurance program.
- Prepare and plan for the future. The Clerk and Controller recommend following a suitable plan for capital items to be replaced, and cautiously evaluating downstream costs of current decisions. The 2018 tentative budget includes no expansion of County government, it includes a freeze on new and additional positions.

Overall the 2018 tentative expenditure budget is \$89,305,778 with \$62.5 million budgeted for salaries and benefits and \$26.7 million budgeted for other operating expenditures. The total is just over \$2 million less than the FY2017 expenditure budget. Significant items in the FY2018 tentative other operating expenditures budget:

- \$2,500,000 budgeted for involuntary mental commitments under indigent medical care and assistance
- \$1,500,000 budgeted for medical provider payments under indigent medical care and assistance
- \$945,848 budgeted for contribution to Southwest District Health
- \$773,666 budgeted in the landfill enterprise fund for a scraper
- \$750,000 budgeted for public safety vehicles in the Sheriff's budget
- \$683,544 budgeted in the tort fund for the liability insurance premium
- \$630,000 budgeted for jail food service in the Sheriff's budget

The buildings and grounds budget has decreased nearly \$6 million from 2017 as a result of the jail expansion project that was included in the 2017 budget. The fleet budget includes \$50,000 to epoxy the shop floor, and \$200,000 for vehicle up-fitting. The emergency

communications budget has decreased roughly \$500,000 from 2017 due to the purchase of communications equipment that will not be part of the 2018 budget. The emergency management budget is down \$60,000; the 2017 budget was opened and adjusted mid-year for the breach that occurred in the Boise River. \$75,000 was added during the fiscal year for the repair work that was done. The General Reserves budget has increased from \$250,000 to \$500,000. The indigent medical care and assistance budget has increased around \$1 million and includes the increased costs related to involuntary mental commitments and medical provider payments. Parks, Cultural & Natural Resources has increased by \$110,000, which includes \$63,000 for a truck and two side-by-side UTVs and \$40,000 for a well at the museum. The Prosecuting Attorney's budget increase is tied directly to the continued implementation of the compensation plan. The Sheriff's budget increases are also tied to the compensation plan and \$750,000 for public safety vehicles. The Trial Court Administrator budget has decreased which is tied to the interpreter fees that were paid from the TCA budget in 2017 but those fees have been moved to the Clerk of the Court budget for 2018.

There are two special taxing districts: Pest Control District \$208,312 and the Melba Gopher District \$12,000. They are not county-wide, they cover the unincorporated areas.

Funding Sources:

Current Property tax levy: \$46,978,570

Intergovernmental revenue: \$14,030,428

Charges for services: \$12,968,939

Fund balance: \$10,019,645

Permits, licenses and other: \$5,308,196

**Total funding: \$89,305,778**

The County has the statutory authority to levy \$53,697,270 in property tax to support the FY2018 budget. In prior years we have chosen not to take our 3% and not take our new construction increase and the total that has been saved is \$8 million. The tentative property tax request is \$46,978,570. It is estimated that the County's FY2018 levy rate of .00416 will be 2% lower than FY2017's levy rate.

Salary increases for the elected officials are included in this budget. Commissioner Rule asked how much the Sheriff's Office turned back at the end of FY2016. Controller Wagoner said nearly \$1.4 million was unspent. Clerk Yamamoto said approximately 10% of the budget is not expended and that's mostly because of personnel costs in the "A" Budget; most everybody in the system has unspent amounts but the Sheriff's Office has the biggest amount that's not spent and that's why they use that 10% that won't be funded with property tax. They are paying special attention to what that percentage will be because they're expecting to see less turnover and consequently less of that unspent funds so we'll probably have to change the way we budget. Commissioner Rule noted that last year's budget included \$6.5 million in a construction line item but that's not in this year's budget.

Public testimony was offered as follows:

Kathy Alder said three years ago the property tax was \$34 million and with this budget it increases to \$12 million in three years and that's frightening. She has no problem with the employee incentives but she asked the Board to keep in mind that the average household income is \$48,000 so we need to be mindful of what we are asking those people to pay. She is concerned there was a \$91 million budget last year and over \$6 million was for the jail expansion and she thought it would be removed from the budget since we didn't move forward with the project. The budget was reduced by \$2 million instead of \$6 million and although the budget was lowered we are raising property taxes by \$4 million, which makes no sense. She asked the Board to take another look at the budget and hold the property tax rather than increasing it. Controller Wagoner said in previous years the budget was funded with fund balance so those balances we enjoyed were spent. Also, there were some expenses related to medical care and employee health insurance that were not adequately funded so those bills have now come due and in addition to that our indigent medical care and assistance costs have skyrocketed and those are obligations we have to pay.

Larry Stevenson asked if the County has a budgeted line item for capital expenditures for a jail, and do we put money into a savings account each year to pay for it. Commissioner Rule said last year he and Commissioner Hanson tried to create that and they increased property tax to help fund the line item for future construction but that line item went away this year. Mr. Stevenson said the County has had three failed jail bond attempts and perhaps we should incorporate something in the budget each year to create a savings account for major expansions and find creative funding ideas rather than hitting taxpayers with a \$50 million bond. Controller Wagoner said with regard to the capital expense line item, last fiscal year there was \$6 million of fund balance assigned for capital projects and it was decided during the 2018 budget that we would take away \$3 million of that assignment for capital projects and assign it for property tax relief in the 2018 budget so that'd leave roughly \$3 million assigned for capital projects. Clerk Yamamoto said if we look at the \$10 million amount, less than half of that takes care our employees with salaries and benefits, and the other half is for indigent care, something we have no choice over because it's what going on with society and with the demographics in Canyon County.

Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to close public testimony. Commissioner White said the budget process was handled so professionally and the elected officials and department administrators are keenly aware of the fact that this the people's money. There was no greed and there were no demands. The integrity of the Clerk and the Controller won't be compromised by the 2018 budget and neither will the service levels residents pay for. The unfunded statutory required obligations will be cautiously addressed and with fiscally sound budget funding decisions the needs will be met. Our greatest asset – our employees – are part of a compensation plan that is transparent, forward thinking and defendable. Commissioner Rule said in previous meetings he is on record with a different way of budgeting and he tried to put a plan in place last year to address future needs but it was taken away. He cannot support the budget because it's the most liberal budget he's been a part of. He does not support salary increases for elected officials. He does not understand why the Board is approving another \$1.4 million to a department that turned over \$1 million last year, and he doesn't understand how \$6.5 million turns into a \$2 million cut. Commissioner Dale said he

has been through 21 budgets dealing with public dollars and it is always something that is difficult and those who work as public servants need to keep in mind that it's the people's money that has been entrusted to them to invest wisely and that means looking at present needs. Some needs are beyond our control and the majority of the increase in property tax is due to those factors that are beyond our control. People are constitutionally accorded the right to have public defense when accused of a crime and the state has chosen to push that obligation in large part to the counties and although he is appreciative of the state picking up some of those dollars in their public defense grants, it still leaves a huge burden on County taxpayers. We are required to provide for medical indigency opportunities for those who cannot afford to pay their medical bills. He is very aware the property tax dollars and fees we collect are given to us to be stewards of and this budget meets the priorities that have been outlined. We are utilizing \$3 million of what he considers a savings fund that he did agree with last year – it wasn't just two commissioners agreeing to that. And we are using some of that money to help reduce the property tax. We are investing in a compensation plan to retain essential personnel and we are preparing and planning for the future. He believes in responsible use of fund balances for certain things but if you're using a large degree of fund balance for operational costs you are in essence deficit spending and you can't do that for long and that's what happened with our self-funded health care insurance trust fund where we spent it down to nothing which was a large part of why we had to increase the property tax investment. This budget catches us up in critical areas that have been neglected. He supports the budget and is in deep gratitude to those who worked on it. Commissioner White made a motion to sign the resolution adopting the Fiscal Year 2018 expenditure budget in the amount of \$89,305,778, and a Fiscal Year 2018 expenditure budget for Canyon County Pest Control District in the amount of \$208,312 and a FY2018 expenditure budget for the Melba Gopher District in the amount of \$12,000. The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners White and Dale voting in favor and Commissioner Rule voting against the motion. The motion carried by a two-to-one split vote. (See Resolution No. 17-146). The 2017 Dollar Certification of Budget Request (L-2 forms) for the Canyon County, Pest Control and Melba Gopher District Budgets are on file with this day's minute entry. Commissioner White made a motion to approve the resolution which states the following: As publicly noticed, and pursuant to Idaho Code Section 63-802(1)(e) Canyon County's fiscal year 2018 property tax levy of \$46,978,570 includes \$1,373,479 of available property tax increases forgone in prior years. The previously forgone property tax amount is needed to fund the operations of the indigent medical care and assistance office. The fiscal year 2018 budget for indigent medical care and assistance includes an additional \$1,950,000 over the fiscal year 2017 adopted budget amount for medical provider payments and involuntary mental commitments. A roll call vote was taken on the motion with Commissioners White and Dale voting in favor and Commissioner Rule voting against the motion. The motion carried by two-to-one split vote. (See Resolution No. 17-145). The hearing concluded at approximately 6:20 p.m. An audio recording is on file in the Commissioners' Office.

TWENTY-THIRD DAY OF THE JULY TERM, A.D., 2017  
CALDWELL, IDAHO AUGUST 9, 2017

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

CONSIDER WRITTEN FINDINGS OF FACT, CONCLUSIONS OF LAW AND ORDER  
REGARDING THE REQUEST BY VICTOR WARR FOR A COMPREHENSIVE PLAN MAP  
AMENDMENT AND REZONE, CASE NO. PH2017-11 & 12

The Board met today at 9:33 a.m. to consider the written Findings of Fact, Conclusions of Law and Order regarding the request by Victor Warr for a comprehensive plan map amendment and rezone, Case No. PH2017-11&12. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley, DSD Planner Jennifer Almeida, and Deputy Clerk Monica Reeves. The case was heard on August 1, 2017 with Commissioner Rule voting in favor of the application and Commissioner White voting against the application. This action resulted in a denial. The signing of the Findings was scheduled for today. Commissioner Dale said since he was absent during the initial presentation he is not able to vote on the Findings and he has not had an opportunity to listen to the audio file from the previous hearing. It is his recommendation to continue the matter so he can review the record and listen to the audio and weigh in. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to continue the matter to August 17, 2017 at 10:00 a.m. The meeting concluded at 9:39 a.m. An audio recording is on file in the Commissioners' Office.

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

At 10:02 a.m. Commissioner Dale made a motion to go into Executive Session pursuant to Idaho Code, Section 74-206(1) (b) and (d) to discuss personnel issues related to specific employees and related documents. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale and Steve Rule, Weed and Gopher Superintendent Jim Martell, and Deputy Clerk Monica Reeves. The Executive Session concluded at 10:45 a.m. with no decision being called for in open session.

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

At 2:02 p.m. Commissioner Dale made a motion to go into Executive Session pursuant to Idaho Code, Section 74-206(1) (b) and (d) to discuss personnel issues related to specific



employees and related documents. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale and Steve Rule, DSD Director Tricia Nilsson, and Deputy Clerk Monica Reeves. The Executive Session concluded at 2:37 p.m. with no decision being called for in open session.

#### CONSIDER SIGNING IDAHO DEPARTMENT OF PARKS AND RECREATION BOATING SAFETY GRANT CLOSEOUT

The Board met today at 3:00 p.m. to consider signing the Idaho Department of Parks and Recreation Boating Safety Grant Closeout. Present were: Commissioners Tom Dale and Pam White, Lt. Ben Keyes, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. Lt. Keyes said the County was awarded a grant for \$35,052 and now that we've spent half that amount we can request the funds from the state. Controller Wagoner said this is a yearly occurrence and he certifies that the County has paid out \$17,526 this year. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to sign the Idaho Department of Parks and Recreation Boating Safety Grant Closeout. The meeting concluded at 3:04 p.m. An audio recording is on file in the Commissioners' Office.

TWENTY-FOURTH DAY OF THE JULY TERM, A.D., 2017  
CALDWELL, IDAHO AUGUST 10, 2017

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

#### APPROVED CLAIMS ORDER NO. 8-25-17

The Board of Commissioners approved payment of County claims in the amount of \$333,491.58 and \$609,958.22 for accounts payable.

#### APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for The Beer Guys to be used 9/9/17 for a wedding.

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

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

## APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Amazon in the amount of \$2518.57 for the Information Technology department

## INDIGENT DECISIONS

The Board met today at 8:48 a.m. to consider indigent decisions. Present were: Commissioners Pam White and Steve Rule, Indigent Services Director Yvonne Baker, Customer Service Specialist Robin Sneegas, and Deputy Clerk Monica Reeves. Commissioner Rule made a motion for final approval of Case No. 2017-1405 for cremation assistance. The motion was seconded by Commissioner White and carried unanimously. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to continue Case No. 2017-1186 to September 21, 2017 at 9:00 a.m. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to issue initial denials with a written denial to be issued within the next 30 days for the following cases: Case Nos. 2017-1275, 2017-1307, 2017-1309, 2017-1291, 2017-1289, 2017-1305, 2017-1306, 2017-1286, 2017-1294, 2017-1285, 2017-1290, 2017-1261, 2017-1284, 2017-1287, 2017-1277, and 2017-1288. The proceeding concluded at 8:51 a.m. An audio recording is on file in the Commissioners' Office.

## INDIGENT MATTERS

The Board met today at 8:55 a.m. to consider indigent matters. Present were: Commissioners Tom Dale, Pam White, and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, and Deputy Clerk Monica Reeves. Kellie George reviewed a draft letter from the Prosecutor's Office regarding attributable income that says the indigent services office will attribute income unless the hospital and/or applicant can provide documentation otherwise. It will be up to the Board to listen to the testimony and decide if the income needs to be taken away. In other words, the burden of proof will be on the applicant and the hospital to prove that they are not able to have any income. Commissioner Rule said the letter is well written. Commissioner Dale said the letter needs to be sent to any attorney that deals with the County on medical indigency matters. The meeting concluded at 9:00 a.m. An audio recording is on file in the Commissioners' Office.

## MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-878

The Board met today at 9:03 a.m. to conduct a medical indigency hearing for Case No. 2017-878. Present were: Commissioners Tom Dale, Pam White, and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Michelle Davis from St. Luke's Regional Medical Center, Attorney Mark Peterson, the applicant and his spouse, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and

the second by Commissioner White, the Board voted unanimously to approve Case No. 2017-878 with a written decision to be issued within 30 days. The hearing concluded at 9:25 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-726

The Board met today at 9:29 a.m. to conduct a medical indigency hearing for Case No. 2017-726. Present were: Commissioners Tom Dale, Pam White, and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, the applicant and his significant other, Attorney Mark Peterson, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to continue the case to September 7, 2017. The hearing concluded at 9:36 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-887

The Board met today at 9:43 a.m. to conduct a medical indigency hearing for Case No. 2017-887. Present were: Commissioners Tom Dale, Pam White, and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, the applicant and her daughter, Kassi Daugherty from St. Luke's Regional Medical Center, Attorney Mark Peterson, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to continue Case No. 2017-887 to September 7, 2017. The hearing concluded at 9:51 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-891

The Board met today at 9:55 a.m. to conduct a medical indigency hearing for Case No. 2017-891. Present were: Commissioners Tom Dale, Pam White, and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, the applicant, Cassie Cacciopo from Saint Alphonsus Regional Medical Center, Attorney Bryan Nickels, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to continue Case No. 2017-891 to October 5, 2017. The hearing concluded at 10:00 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-721

The Board met today at 10:05 a.m. to conduct a medical indigency hearing for Case No. 2017-721. Present were: Commissioners Tom Dale, Pam White, and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, the applicant, Kassi Daugherty from St. Luke's Regional Medical Center, Attorney Mark Peterson,

and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to continue Case No. 2017-721 to October 5, 2017. The hearing concluded at 10:19 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-916

The Board met today at 10:23 a.m. to conduct a medical indigency hearing for Case No. 2017-916. Present were: Commissioners Tom Dale, Pam White, and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Cassie Cacciopo from Saint Alphonsus Regional Medical Center, and Deputy Clerk Monica Reeves. The applicant did not appear for the hearing. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to continue Case No. 2017-916 to October 5, 2017. The hearing concluded at 10:26 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY MATTERS

The Board met today at 10:27 a.m. to consider medical indigency matters. Present were: Commissioners Tom Dale, Pam White, and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to issue written denials within the next 30 days for the following cases: Case Nos. 2017-720, 2017-1047, 2017-551, and 2017-832. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to issue a final decision for amendment for Case No. 2017-529. The meeting concluded at 10:28 a.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE

The Board met today at 10:41 a.m. for a legal staff update. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. Mr. Wesley spoke about a letter the Board received from the State Board of Land Commissioners in response to the County's July 6 objection to the sale of several properties that are around the Vallivue high school and middle school area. The basis for the objection was we did not have substantial information to comment on it and their notice wasn't compliant with the law for that reason so they sent a letter essentially saying they are withdrawing their legal notice and will go through the process of determining how they're going to sell the lands and when they have more direction from the land board and are more prepared to make the sale they will provide legal notice again. Commissioner Dale asked what the concerns are with the properties. Commissioner Rule said he brought it up because he has seen things in the past that were inappropriate and there were serious tax implications so he wants to make sure there will be full disclosure. He is not suggesting

anything inappropriate has occurred but he wants to make sure the law is followed. Mr. Wesley said they are required to notify the County 60 days in advance before any sale and we have the right to object and the State Board of Land Commissioners can then hear our objection and decide whether they're going forward or reconsider. In the past they did stop an exchange of properties because they had not followed the proper procedure in the sale and in that case they wanted to exchange some property in the County for some cabins that were on Payette Lake in McCall. In this case one property is a larger agriculture building that's associated with the University of Idaho and two smaller parcels in the same area. The meeting concluded at 10:47 a.m. An audio recording is on file in the Commissioners' Office.

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

At 11:01 a.m. Commissioner White made a motion to go into Executive Session pursuant to Idaho Code, Section 74-206(1) (b) and (d) to discuss personnel issues related to specific employees and related documents. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule, White, and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White, and Steve Rule, Juvenile Detention Director Steve Jett, and Deputy Clerk Monica Reeves. The Executive Session concluded at 11:30 a.m. with no decision being called for in open session.

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

At 1:30 p.m. Commissioner Rule made a motion to go into Executive Session pursuant to Idaho Code, Section 74-206(1) (b) and (d) to discuss personnel issues related to specific employees and related documents. The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White, and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White, and Steve Rule, Landfill Director David Loper, and Deputy Clerk Monica Reeves. The Executive Session concluded at 2:32 p.m. with no decision being called for in open session.

TWENTY-FIFTH DAY OF THE JULY TERM, A.D., 2017  
CALDWELL, IDAHO AUGUST 11, 2017

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

### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- McDonalds Upholstery in the amount of \$18,481.28 for the District Court
- Wall 2 Wall Flooring in the amount of \$36,309.98 for the District Court

No meetings were held.

THE MINUTES OF THE FISCAL TERM OF JULY 2017 WERE READ AND APPROVED AND FOUND TO BE A PROPER RECORD OF THE PROCEEDINGS OF THE BOARD OF CANYON COUNTY COMMISSIONERS, CANYON COUNTY IDAHO.

Approved this 28th day of September, 2017 by the CANYON COUNTY BOARD OF COMMISSIONERS Steven J. Rule and Pam White. ATTEST: Chris Yamamoto, Clerk; M.Reeves, Deputy Clerk

FIRST DAY OF THE AUGUST TERM, A.D., 2017  
CALDWELL, IDAHO AUGUST 14, 2017

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

#### COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:35 a.m. for an office staff meeting. Present were: Commissioners Tom Dale, Pam White, and Steve Rule, PIO Joe Decker, Deputy Clerk Jenen Ross, and Deputy Clerk Monica Reeves. The Board reviewed this week's schedule with staff. Mr. Decker reported on the following communication issues: He talked to Lt. Schorzman about a culvert failure of the Elijah Drain near Midway Road and Jerry Lee Lane that flooded approximately 30 homes. The highway district was out there and the health department has been notified as well as the company that operates the irrigation canal. He will be the webmaster next week while Nick Toves is out of the office. The auto licensing department will close from 10:45 to 12:15 on Monday so they can watch the eclipse; the closure is posted on the website and he'll let the media know. He will connect with Doug Tyler about a press release on the magistrate commission recommendation. The elections department has asked him to film some poll work training. The meeting concluded at 8:44 a.m. An audio recording is on file in the Commissioners' Office.

#### FILE IN MINUTES

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

#### CONSIDER SIGNING RESOLUTION AWARDING DUTY BADGE AND WEAPON TO RETIRING CANYON COUNTY SHERIFF'S DEPUTY GARY MAYBON

The Board met today at 9:03 a.m. to consider signing a resolution awarding duty badge and weapon to retiring Canyon County Sheriff's Deputy Gary Maybon. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Mike Porter, Chief Deputy Sheriff Marv Dashiell, and Deputy Clerk Monica Reeves. Chief Dashiell said Sheriff Donahue submitted a letter requesting the award of a firearm to Gary Maybon who retired after 37 years in law enforcement. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to sign the resolution awarding the duty badge and weapon in recognition of Deputy Maybon's retirement as a Canyon County Sheriff's Deputy. (See Resolution No. 17-147.) The meeting concluded at 9:06 a.m. An audio recording is on file in the Commissioners' Office.



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

The Board met today at 9:38 a.m. for a monthly meeting with the Director of Development Services to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson and Deputy Clerk Jenen Ross. Director Nilsson updated the Board on the following items: in comparing July 2017 to July 2016, they had 37 single family permits compared to 19 last year, it's about 80% higher than last year. As far as the budget goes, they are a little over \$400K in the black. Treasure Valley Renewables is getting ready to close on their property so she anticipates that coming back to the Board to finalize the development agreement. Ms. Nilsson and Zach Wesley recently met with Roger Batt on behalf of the Farm Bureau to look at some of the definitions in the zoning ordinance. Ms. Nilsson will plan to attend one of his meetings to help explain some of those definitions. She would like to work more with this group so that development agreements don't have to be done and create a more restrictive ag zone. She has been working with the Brian Stender and Joe Cox on looking up abstracts but the 2017 irrigated ag acreage is up another 2000 acres in Canyon County. She feels it may be due to reclaiming of land with better irrigation. Ms. Nilsson and Commissioner White met with representatives from the City of Middleton regarding the fire district and a district wide impact fee for fire service. She thinks that once the district adopts the fees they may ask the county to help collect the fees. She will be out at Mr. McEvoy's property this afternoon with Rick Hippach, then they will be at the court hearing tomorrow to report their findings. So far it's going well and he's been making progress on the clean-up. They are working from a special master report that the court had hired to inventory everything as part of the civil case, it's all been mapped out and put into zones, with a list of every item by zone. Zones one and two have been completed and zone three will be done today. There are 17 zones in total with a set schedule so it is getting done little by little. Ms. Nilsson spoke with Randy, the owner of the RV Park with the flooding issues from this past winter, within the last month he has purchased a travel trailer court. He will probably only have half the units in there so they'll be working with him to make sure everyone is happy with the number of units that are grandfathered. She will be meeting with Mayor Porterfield and representatives from the City of Notus to discuss code enforcement issues. She estimates they will be buying about 4 hours a month. She had a really good meeting recently with the COMPASS Freight Advisory Committee, there was a lot of good information shared at that meeting. She has also received the COMPASS census form that she will be filling out and bringing it back to the Board for signatures in order for COMPASS to be our designated census contact. The meeting concluded at 9:59 a.m. An audio recording is on file in the Commissioners' Office.

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

Commissioner Rule made a motion to go into Executive Session at 10:06 a.m. pursuant to Idaho Code, Section 74-206(1) (b) and (d) to discuss personnel issues related to specific employees and related documents. The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously.

Present were: Commissioners Tom Dale, Pam White and Steve Rule, Director of Misdemeanor Probation Jeff Breach and Deputy Clerk Jenen Ross. The Executive Session concluded at 10:29 a.m. with no decision being called for in open session.

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

The Board met today at 2:35 p.m. for a monthly meeting with the Parks Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Steve Rule, Parks Director Nicki Schwend and Deputy Clerk Jenen Ross. Ms. Schwend updated the Board on the following items: She has 3 new interns from the College of Idaho that will start weekend work at Celebration Park. The intern program is something that was started last year and it has been working really well. They recently lost 3 interpretative specialists, but Rachel Blach has been hired to fill one of the open positions and they are working to fill the other two. They've filled 2 of the open park tech positions but have struggled to fill the last open spot. Laura Barbour is now a board member for IdEEA, the Idaho Environmental Education Association. This is a group that works to connect teachers and students. Juli McCoy has been hired as the new programs manager; Laura Barbour is working with her at the park to get her up to speed. Recently there was a PO signed for lumber which will be used to repair flood damage from the winter. The Board suggested to Ms. Schwend to get in contact with Paul Navarro about some railroad ties he had up for auction and ask him to get them delivered to the park to help with repairs. There was a lot of graffiti near the bridge at Celebration Park so the parks department has been busy cleaning that up. The new address numbers are up at Lake Lowell since that has been incorrect in the past. The memorial benches are being installed and memorial trees were planted last fall. They are anticipating a donation from one family to the bus scholarship fund at Celebration Park as a thank you for the memorial trees that were planted for family members. At Wilson Ponds the parks crew has been busy just trying to keep the overgrowth down and fishing access open. Ward Memorial Park sprinklers are working again and the grass is starting to get green. At Martin Landing they've been working to take care of the fallen trees and branches. They have also built an RV host shelter, which was paid for by a grant, in order to offer a little more shade and shelter for whoever is staying at that location. Toilets at Celebration Park have been upgraded in order to avoid some of the backflow issues that have been happening. A neighbor in the Wild Rose Subdivision was moving and one of his trailers caught on the fence which did \$1200 worth of damage. The gentleman who did the damage has been in contact with Ms. Schwend and she will be getting the repair estimate to him. She provided an update from the last Historic Preservation Commission meeting. Pete L'Orange and Jamee Fioree will be guest speakers at the September meeting. The next art exhibit at Crossroads Museum is titled "Ready Made for Transportation" and they are asking for people to contribute items to the museum to be displayed. Dr. Krupp will be a special visitor at the Museum on August 23<sup>rd</sup> where he will give a presentation and visiting Wees Bar. The online booking system for field trips is up and running and they are booked about 3 years out. Approximately 800 students visited Celebration Park in June and July for the summer field trip program. Carl Geiger, who was the engineer for the well project at Celebration Park, has resigned from the project due to

being too busy. David Eames and Paul Navarro have been working to pull together a full scope of work and Mr. Navarro has reached out to DEQ to see if an engineer is still necessary at this point. A campfire ban is in place at the park right now, only gas grills and stoves are allowed. Idaho Department of Parks and Rec would like to put a lifejacket loaner station at Celebration Park. The attorneys have looked over the MOU and only requested a small change. The county is not responsible for any of the cost associated with the lifejackets or the loaner station, it is all handled by the Department of Parks and Rec. Recent events at the park include a BLM float trip, a golden eagle presentation, staff training from the College of Idaho, yearly training on CPR, AED and first aid, Genny Gerke toured the facility, and Idaho Conservation Corp. cleared some overgrown trails in exchange for tours at Celebration Park. The Idaho Press-Tribune ran a front page story about the Guffey Bridge turning 120 this year. They will also be offering 4 different opportunities for a dedicated bridge tour the weekend before the anniversary. Ms. Schwend, along with members of the RC&D, will be attending the Idaho Economic Development District Region III Strategic Planning Workshop on September 8<sup>th</sup>. The swamp cooler at the Lake Lowell shop has been having issues and the filter has never been changed; in speaking with Paul Navarro that swamp cooler needs to either be removed or replaced. It will be \$2500 to replace the system and a yearly filter change of \$200. Instead, Ms. Schwend would like to install large fans at the shop; the cost of the fans would be \$390 each and Mr. Navarro's employees would be able to install them. Laura Barbour would like to apply for a grant of up to \$2500 to use towards two high quality scanners for historical artifacts and pictures. Ms. Schwend has met with IT and the Cannon scanners are what they'd recommend, additionally, if the grant is awarded and the scanners purchased they would fall under IT's control. She has asked to use a small amount from her computer budget line to cover the total cost of the scanners. The Board is okay with them pursuing the grant and using funds from their computer budget line if the grant is awarded. The meeting concluded at 3:02 p.m. An audio recording is on file in the Commissioners' Office.

#### MEETING FOR THE SUBMISSION OF NAMES FOR THE GUN RANGE COMMUNITY ADVISORY BOARD

The Board met today at 3:07 p.m. to consider the submission of names for the Gun Range Community Advisory Board. Present were: Commissioners Tom Dale and Steve Rule, Parks Director Nicki Schwend, Deputy P.A. David Eames, Captain Bill Adams and Deputy Clerk Jenen Ross. Mr. Eames presented a letter listing the recommendations for the Gun Range Community Advisory Board including Mathew Andrew, Robert Butler, James Nuzzo, Cynthia Pratt-Carrell and Bob Sobba and gave a brief summary of each of their backgrounds. Commissioner Rule feels these are all good choices. Commissioner Dale asked if this board would be able to organize some competitions. He thought perhaps it could be used to raise some funds and asked Ms. Schwend and Captain Adams to ask the advisory board to look into something like this. Today's meeting was informational only and appointment of the advisory board will take place on August 17, 2017 at 9:00 a.m. A copy of the submission letter is on file with this day's minutes. The meeting concluded at 3:16 p.m. An audio recording is on file in the Commissioners' Office.

SECOND DAY OF THE AUGUST TERM, A.D., 2017  
CALDWELL, IDAHO AUGUST 15, 2017

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

APPROVED CLAIMS ORDER NO. 8-15-17

The Board of Commissioners approved payment of County claims in the amount of \$26,970.02 for accounts payable.

APPROVED CLAIMS ORDER NO. 8-25-17

The Board of Commissioners approved payment of County claims in the amount of \$94,994.83 for accounts payable.

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

The Board met today at 8:52 a.m. for a biweekly meeting with the Human Resources Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Steve Rule, HR Director Sue Baumgart and Deputy Clerk Jenen Ross. Ms. Baumgart said she is working with her staff to set their 2018 goals to determine areas where they could be more efficient. She will also be scheduling time with the EOs and department administrators to see if there are better ways HR can be supporting them. They have been continuing to work on the wellness program. They have also been working on restructuring the county-wide trainings as attendance has been going down. A couple ideas being considered are to do more department specific trainings or setting up a calendar so invitees can RSVP for the training and HR will be able to see if that particular session has enough people attending or if they should cancel. Ms. Baumgart is going to touch base with the ambulance district to see if they have any needs she can assist with. The meeting concluded at 8:58 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING AUGUST 15, 2017 AGENDA ITEMS

***Consider juvenile housing agreements with Gem County and Boise County:***

David Eames said the agreements are the same as last year with the rate staying at \$165 per 24-hour period. Upon the motion of Commissioner Rule and the second by

Commissioner Dale, the Board voted unanimously to sign the Gem County Juvenile Detention Housing Agreement. (See Agreement No. 17-079.) Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to sign the Boise County Juvenile Detention Housing Agreement. (See Agreement No. 17-078)

***Consider signing Notice of Intent to award Historic Preservation Plan Consultant Services Agreement:***

The parks department received a grant to complete a historic preservation plan and so the County sent out a solicitation for qualified historic preservation planner proposals. Proposals were received from Preservation Solutions and the ARH Archaeology and Architectural History. The Historic Preservation Commission (HPC) evaluated both proposals and gave a summary of their discussion and the point spreads, copies of which are on file with this day's minute entry. The HPC recommended Preservation Solutions mainly based on their experience doing similar projects in Idaho. The other firm is newer and has done related work mostly in Nevada. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to accept the recommendation of the HPC and to sign the notice of intent to use Preservation Solutions as our historic preservation plan consultant.

The meeting concluded at 9:11 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 10:02 a.m. for a monthly meeting with the Director of Juvenile Detention to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Steve Rule, Assistant Juvenile Detention Director Sean Brown and Deputy Clerk Jenen Ross. Mr. Brown said they currently have 23 juveniles in custody and the garden is in full swing with 592 pounds being collected so far. The horse program came in yesterday which gave the kids an opportunity to ride the horses and learn about horse care. They have 3 new hires starting soon and 5 staff members attending POST in September. There is a new superintendent for the Caldwell School District who has made some changes; they used to have full-time school year round and if a teacher was out they'd have a substitute. They used to have 2 teachers but they are now being cut to just 1; the one teacher they do have will work at Caldwell High School and then be back to the detention center about 10:30. This will only happen for this year because the teacher signed a supplemental contract. Next year they are planning to do a new credit recovery program and they will hire a para-professional instead of teachers. The contract goes until June 30<sup>th</sup> but they don't know what will happen after that. They are having trouble communicating with the school district but are still trying to get some additional information. Mr. Brown let the Board know that Director Jett received an email from a gentleman named Alan Miller who works at the Idaho Department of Juvenile Corrections thanking Mr. Jett and his staff

for the great job they are doing collecting and entering data regarding race and ethnicity. The meeting concluded at 10:12 a.m. An audio recording is on file in the Commissioners' Office.

#### MEET WITH BRIANNE MCCOY WITH THE IDAHO STATE PUBLIC DEFENSE COMMISSION

The Board met today at 10:30 a.m. with Brianne McCoy with the Idaho State Public Defense Commission (PDC). Present were: Commissioners Tom Dale and Steve Rule, Brianne McCoy, PD Office Manager Deepak Budwani, and Deputy Clerk Monica Reeves. Ms. McCoy introduced herself and spoke of her background, education, and experience which includes three years as a public defender in Kootenai County prior to taking this position. She said the purpose of the PDC is to help Idaho prove its delivery of indigent defense to help stop "you" from being sued and to provide good public defense to those who need it. The PDC can help the County in the following ways:

- Grant funding to help the County come up to the standards that have been set by PDC which are basically the constitutional rules that have to be met, and to help improve indigent defense. We cannot use the funding on just anything but there is a broad spectrum of how it can be put to use.
- Extraordinary litigation funds that can assist with cases where a lot of evaluations or expert witnesses are needed. Canyon County currently has two applications for funding pending review.
- The PDC offers free continued legal education to your attorneys, and per diem and travel expenses are paid depending on the class location.
- Limited scholarship funding is available to help with tuition and travel to classes the PDC is not offering. The funding mainly goes to attorneys who have not met their bar required continued education.
- Consultations to help the County find ways to spend money to meet the standards or improve indigent defense.

Ms. McCoy said there are standards in place and some that are in the pipeline such as there has to be an attorney at first appearances and Canyon County is already doing that. One of the reasons Idaho is being sued by the ACLU is there aren't attorneys at first appearances. Vertical representation is another issue. Whenever practicable the client should have the same attorney throughout the process. Deepak Budwani said they've had vertical representation in place since the office opened mostly for cost saving measures. If one client has a case in front of three different judges they assign one public defender because that saves the time of that person having to know the details of the case and trying to get a global representation. Commissioner Rule asked Ms. McCoy where she sees this evolving in the next 3-5 years and if there's anything we need to prepare for, or if there is any chance the state may take a little more responsibility for public defense. Ms. McCoy said the PDC does not have a position on whether public defense should be regional, statewide, or local but it's her understanding there's a strong desire to have local control in Idaho. The counties will still have to pay for it because the state isn't going to so she encouraged the County to make

changes to whatever they feel will work best. With respect to the PDC, the executive director and the deputy director believe the legislature is on board with keeping the grant money coming for right now but she doesn't know what will happen when the lawsuit settles. She said the ACLU has chosen to sue the state but they could have chosen to sue the counties individually because they are delivering the public defense system. Commissioner Rule excused himself from the meeting at 10:42 a.m., which left Commissioner Dale as the only Commissioner in attendance. The discussion went on for a few minutes longer but no action was required or taken. An audio recording is on file in the Commissioners' Office.

THIRD DAY OF THE AUGUST TERM, A.D., 2017  
CALDWELL, IDAHO AUGUST 16, 2017

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

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

The Board approved a salary rate request and/or key & security access request form for Dennis Vivar-Diaz, Anthony Bernstein, Hailee Egurrola and Benjamin Daniels.

APPROVED CLAIMS ORDER NO. 8-25-17

The Board of Commissioners approved payment of County claims in the amount of \$178,388.08 for accounts payable.

APPROVED CLAIMS ORDER NO.1723

The Board of Commissioners approved payment of County claims in the amount of \$1,464,096.52 for a County payroll.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Potter Wines to be used 8/19/17 for the Idaho Wine Run 2017.

LEGAL STAFF UPDATE AND CONSIDER SIGNING AGREEMENT FOR PATHOLOGY SERVICES WITH OWYHEE COUNTY

The Board met today at 9:07 a.m. for a legal staff update and to consider signing an agreement for pathology services with Owyhee County. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Mike Porter, Deputy P.A. Allen Shoff and Deputy Clerk Monica Reeves. Commissioner Dale said a resident of the Burnie Subdivision contacted him to see if the County can help with the flooding issue within the subdivision, but since it involves a road and irrigation ditch there really isn't anything we have to offer. Mike Porter said if the homeowner believes the highway district was negligent she can file a tort claim, also, the state emergency management office may know about any relief that might be available. Commissioner Dale said the road responsibility lies with the Canyon Highway District and the ditch belongs to the irrigation company so if there's any liability there it will likely be determined by a judge. Mr. Porter said due to a scheduling conflict the Addendum to the RFP for the elections consultant will be rescheduled to August 24<sup>th</sup> at 10:00. Allen Shoff presented the Board with the pathology services agreement with Owyhee County. Since they do not have the resources to perform the full forensic pathological investigations that we do here the Coroners have agreed that Owyhee County will pay for the forensic investigation services and our Coroner will perform the investigation. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to sign the agreement with Owyhee County. (See Agreement No. 17-116.) The meeting concluded at 9:11 a.m. An audio recording is on file in the Commissioners' Office.

#### INDIGENT DECISIONS

The Board met today at 9:22 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale and Steve Rule, Hearing Generalist Kellie George, Indigent Customer Service Specialist Robin Sneegas, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to issue initial denials with written notice to be issued within 30 days for the following cases: Case Nos. 2017-1292, 2017-1319, 2017-1318, 2017-1320, 2017-1316, 2017-1313, 2017-1201, 2017-1312, 2017-1314, 2017-1443, 2017-1321, 2017-1442, 2017-1308, 2017-1310, 2017-1441, 2017-1311, 2017-1317, and 2017-1315. The meeting concluded at 9:24 a.m. An audio recording is on file in the Commissioners' Office.

#### PRESENTATION REGARDING CONCEPTUAL EXPANSION OF PICKLES BUTTE LANDFILL

The Board met today at 10:02 a.m. for a presentation regarding the conceptual expansion of Pickles Butte Landfill. Present were: Commissioners Tom Dale and Steve Rule, Landfill Director David Loper, Deputy P.A. Brad Goodsell, PIO Joe Decker, Maureen McGraw with Tetra Tech, Bob Church with Great West Engineering, Torrie Cope from the Idaho Press-Tribune and Deputy Clerk Jenen Ross. Ms. McGraw and Mr. Church presented the conceptual expansion of Pickles Butte Landfill with an overview of the cut and fill plan that was completed in January 2017 for the current footprint and landfill life expectancy, previous work completed for expansion of landfill, conceptual expansion plan, design decisions, data gaps and expansion application process and schedule. A copy of the



PowerPoint presentation is on file with this day's minute entry. After the presentation the Board told Director Loper that they are okay with him bringing in outside experts who have expertise in the area and are able to give recommendations. The meeting concluded at 11:04 a.m. An audio recording is on file in the Commissioners' Office.

FOURTH DAY OF THE AUGUST TERM, A.D., 2017  
CALDWELL, IDAHO AUGUST 17, 2017

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

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- CDW-G in the amount of \$4282.72 for the Information Technology department
- Dell in the amount of \$4936.50 for the Information Technology department
- AAA Cow Comfort LLC in the amount of \$1172.81 for the Parks department

#### APPROVED THE MAY 2017 TERM COMMISSIONER PROCEEDINGS AND SYNOPSIS

The Minutes of the Fiscal Term of May 2017 were read and approved and found to be a proper record of the proceedings of the Board of 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.

#### LEGAL STAFF UPDATE AND CONSIDER SIGNING A RESOLUTION APPOINTING MEMBERS TO THE GUN RANGE COMMUNITY ADVISORY BOARD

The Board met today at 9:01 a.m. for a legal staff update and to consider signing a resolution appointing members to the gun range community advisory board. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. David Eames, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. The resolution appoints Robert Sobba, James Nuzzo and Cynthia Pratt to the gun range board with terms expiring on August 17, 2021; and appoints Matthew Andrew and Robert Butler to the gun range board with terms expiring on August 17, 2019. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to sign the resolution of appointment. (See Resolution No. 17-147.) The Board will invite the members and Parks Director Nicki Schwend to a luncheon meeting in the next month. As part of the legal staff update there was discussion

regarding Victor Warr's request for a comprehensive plan map amendment and rezone and how that matter should be vacated and rescheduled for another date when all three Commissioners are present. The meeting concluded at 9:06 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING THE FINAL PLAT MYLAR FOR TABLE MEADOWS SUBDIVISION NO. 2; CASE NO. SD-PH2016-32

The Board met today at 9:33 a.m. to consider the final plat for Table Meadows Subdivision No. 2, Case No. SD-PH2016-32. Present were: Commissioners Tom Dale and Steve Rule, DSD Planner Deb Root, John Carpenter, and Deputy Clerk Monica Reeves. Deb Root said the subdivision will utilize domestic water and sewer services provided by the City of Nampa, and the pressurized irrigation system will be owned and operated by Nampa Meridian Irrigation District. Internal public roads will be maintained by the Nampa Highway District and if/when the property is annexed the City of Nampa will take over that responsibility. The development has met the requirements of state code and the zoning ordinance and has been signed by the County's surveyor/engineer. Nampa Highway District has signed the final plat and the irrigation district has provided a letter indicating they are satisfied the irrigation system meets their requirements. The City of Nampa has inspected and accepted for operation and maintenance the water and sewer connections, and staff is recommending that the Board approve the final plat and sign the mylar. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to authorize the Chairman to sign the final plat for Table Meadows Subdivision No. 2. Mr. Carpenter said sidewalks, curbs, and gutters are not required in the impact area but in this case the developer wanted to put those in but had he known about the delays involved with the Nampa Highway District he would have either gone with private streets or provided a standard county road. Discussion ensued about how the highway district does not have the capacity nor the desire to deal with sidewalks, curbs, and gutters. No Board action was required or take on that topic. The meeting concluded at 9:47 a.m. An audio recording is on file in the Commissioners' Office.

GO ON RECORD AND CONTINUE THE SIGNING OF THE FINDINGS OF FACT, CONCLUSIONS OF LAW AND ORDER REGARDING THE REQUEST BY VICTOR WARR FOR A COMPREHENSIVE PLAN MAP AMENDMENT AND REZONE; CASE NO. PH2017-11&12

The Board met today at 10:05 a.m. to go on the record to continue the signing of the Findings of Fact, Conclusions of Law, and Order regarding the request by Victor Warr for a comprehensive plan map amendment and rezone for Case No. PH2017-11 & 12. Present were: Commissioners Tom Dale and Steve Rule, DSD Director Tricia Nilsson, DSD Planner Jennifer Almeida, and Deputy Clerk Monica Reeves. Commissioners White and Rule heard the case on August 1, 2017; Commissioner Rule voted in favor of the request and Commissioner White voted against it. Because of the split vote, Commissioner Dale listened to the audio and reviewed the case file materials so that he could consider the request and the Board could issue a written decision. The matter was continued to today so the entire

Board could vote on the matter; however, Commissioner White was out of the office today due to illness. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to continue the matter to September 7, 2017 at 2:00 p.m. The proceeding concluded at 10:06 a.m. An audio recording is on file in the Commissioners' Office.

FIFTH DAY OF THE AUGUST TERM, A.D., 2017  
CALDWELL, IDAHO AUGUST 18, 2017

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

No meetings scheduled today.

APPROVED CLAIMS ORDER NO. 8-17-17

The Board of Commissioners approved payment of County claims in the amount of \$8000.00 for accounts payable.

SIXTH DAY OF THE AUGUST TERM, A.D., 2017  
CALDWELL, IDAHO AUGUST 21, 2017

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

No meetings scheduled today.

SEVENTH DAY OF THE AUGUST TERM, A.D., 2017  
CALDWELL, IDAHO AUGUST 22, 2017

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

No meetings scheduled today.

### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Norbryhn Equipment Company in the amount of \$2624.00 for the facilities department

EIGHTH DAY OF THE AUGUST TERM, A.D., 2017  
CALDWELL, IDAHO AUGUST 23, 2017

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

No meetings scheduled today.

### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Wall 2 Wall Flooring in the amount of \$2000.00 for the facilities department

### APPROVED CLAIMS ORDER NO. 8-25-17

The Board of Commissioners approved payment of County claims in the amount of \$59,591.33, \$150,411.98, \$50,855.20, \$13,503.71 and \$30,309.90 for accounts payable.

NINTH DAY OF THE AUGUST TERM, A.D., 2017  
CALDWELL, IDAHO AUGUST 24, 2017

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

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

The Board approved a salary rate request and/or key & security access request form for Molly Kay Humphreys and Steve Philpott.

### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Cascade Fence Co. in the amount of \$2312.00 for the Facilities department

### INDIGENT DECISIONS

The Board met today at 8:46 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Indigent Director Yvonne Baker, Indigent Customer Service Specialist Robin Sneegas and Deputy Clerk Jenen Ross. Ms. Sneegas read the following case numbers into the record stating that they do not meet eligibility criteria for county assistance: 2017-1365, 2017-1355, 2017-1335, 2017-1364, 2017-1331, 2017-1338, 2017-1451, 2017-1235, 2017-1356, 2017-1357, 2017-1354, 2017-1214, 2017-1230, 2017-1332, 2017-1363, 2017-1362, 2017-1226 and 2017-1353. Commissioner White made a motion to issue initial denials with written decisions to be issued within 30 days. Commissioner Rule seconded the motion with the Board voting unanimously to issue initial denials. The meeting concluded at 8:47 a.m. An audio recording is on file in the Commissioners' Office.

### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-291

The Board met today at 9:02 a.m. to conduct a medical indigency hearing for Case No. 2017-291. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Steven De Ville for St. Alphonsus Regional Medical Center, Attorney Bryan Nickels for St. Alphonsus Regional Medical Center, the applicant, the applicant's spouse and Deputy Clerk Jenen Ross. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to take the case under consideration with a written decision to be issued within 30 days. The hearing concluded at 9:19 a.m. The Board went back on the record at 9:19 a.m. to consider making a decision on this case, however, no decision was made at this time. An audio recording is on file in the Commissioners' Office.

### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-1032 AND 2017-1033

The Board met today at 9:26 a.m. to conduct a medical indigency hearing for Case No. 2017-1032 and 2017-1033. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Deputy P.A. David Eames, the applicant, friend of the applicant, Mark Petersen for West Valley Medical Center, Tim Ryan for St. Alphonsus Regional Medical Center and Deputy Clerk Jenen Ross. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously issue an approval for both cases with written

decisions to be issued within 30 days. The hearing concluded at 9:35 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-1037

The Board met today at 9:39 a.m. to conduct a medical indigency hearing for Case No. 2017-1037. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, the applicant, friend of the applicant, Amber Jones for St. Luke's, Attorney Mark Petersen for St. Luke's and Deputy Clerk Jenen Ross. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to continue the case to December 14, 2017. The hearing concluded at 9:53 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-1003

The Board met today at 9:56 a.m. to conduct a medical indigency hearing for Case No. 2017-1003. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Attorney Mark Petersen for St. Luke's, Michelle Davis for St. Luke's and Deputy Clerk Jenen Ross. The applicant did not appear. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to issue a denial with a written decision to be issued within 30 days. The hearing concluded at 10:09 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-987

The Board met today at 10:11 a.m. to conduct a medical indigency hearing for Case No. 2017-987. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Steven De Ville for St. Alphonsus Regional Medical Center, Attorney Bryan Nickels for St. Alphonsus Regional Medical Center and Deputy Clerk Jenen Ross. The applicant did not appear. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to issue an approval with a written decision to be issued within 30 days. The hearing concluded at 10:15 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-725

The Board met today at 10:16 a.m. to conduct a medical indigency hearing for Case No. 2017-725. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Deputy P.A. David Eames, Attorney Mark Petersen for St. Luke's, Amber Jones for St. Luke's and Deputy Clerk Jenen Ross. The applicant did not appear. Upon the motion of Commissioner Rule and the

second by Commissioner White, the Board voted unanimously to issue an approval with a written decision to be issued within 30 days. The hearing concluded at 10:20 a.m. An audio recording is on file in the Commissioners' Office.

#### CONSIDER INDIGENT MATTERS

The Board met today at 10:21 a.m. to consider indigent matters. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George and Deputy Clerk Jenen Ross. Upon the motion of Commissioner White and second by Commissioner Rule the following cases were taken under advisement to issue a final denial with a written decision to be issued within 30 days: 2017-1116 and 2017-1081. The Board voted unanimously to issue final denials. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to issue a final approval for case no. 2015-1451 with a written decision to be issued in 30 days. The meeting concluded at 10:23 a.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE AND CONSIDER AGENDA ITEMS

The Board met today at 10:36 a.m. for a legal staff update and to consider agenda items. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, Deputy P.A. Allen Shoff, Deputy P.A. David Eames, Clerk Chris Yamamoto, Chief Deputy Clerk Drew Maffei, Juvenile Detention Director Steve Jett, Jay Gibbons and John McEvoy with Canyon Highway District, Chaney Rhodes, other interested persons and Deputy Clerk Monica Reeves. There was discussion regarding what the County could do to assist the residents of Burnie Subdivision who were affected by flood waters caused from a collapsed culvert, such as waiving landfill tipping fees. Sam Laugheed said the P.A.'s Office can do some research and talk to the Board about potential issues at a subsequent legal staff. Jay Gibbons said there are 21 homeowners who are displaced and can't return to their homes due to problems with their septic systems and wells, it's a hardship crisis situation. They anticipate the new culvert will be installed next week and the road repaired by late next week or the following week. They have done what they can as a district, such as providing porta-potties and dumpsters so refuse can be hauled away; they've been in daily communication with the residents who would like more help than the highway district can afford or provide. Mr. Gibbons would like a representative from the highway district, the Board of Canyon County Commissioners, the Red Cross and Southwest District Health to lead the effort and service the residents by gathering resources. Commissioner Dale said he will personally serve on the working group. Commissioner White asked what she could do to help and Mr. Gibbons said his vision is that the group will act quickly and decide what resources are needed and take action to see that it happens. Commissioner Rule asked if there are downstream legal issues. Mr. Gibbons said legal groups are involved and experts have been enlisted to analyze what's occurred but that doesn't help the residents because it's going to be a year or two before anything is resolved in front a judge. The highway district has an insurance cap of \$500,000 but the claims are going to be in excess of

that, potentially around \$2 million. Commissioner Dale asked Mr. Gibbons to keep the Board informed and advise what the County can do. Chaney Roads asked the Commissioners to go to the subdivision and see what has occurred. Following the conversation on the flooding issue the Board considered the agenda items as follows:

***Consider signing Addendum No. 1 for the 2017 request for proposals for Canyon County Polling Places Compliance Surveying:*** Mr. Laugheed said there's a subsequent addendum being worked on that has more substantive material in it that will be signed next week and the document being presented today allows us to get to that. Clerk Yamamoto said he is hesitant to spend the money but we need to see what resources are out there and determine whether it's worthy or not. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to sign the addendum.

***Consider signing Juvenile Housing Agreements with Owyhee County, Payette County and Washington County:*** Mr. Eames said the \$160 per day rate is the same as last year's rate. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the housing agreements with Washington, Owyhee and Payette Counties. (See Agreement Nos. 17-080, 17-081, and 17-082.)

***Consider signing Life Jacket Loaner Station Memorandum of Understanding between Idaho Department of Parks & Recreation and Canyon County Parks, Cultural, and Natural Resources:*** Mr. Shoff said the station will be located at Celebration Park and the Idaho Department of Parks will be providing the structure and life jackets and will assume all liability for maintaining and providing life jackets. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to sign Life Jacket Loaner Station Memorandum of Understanding between Idaho Department of Parks & Recreation and Canyon County Parks, Cultural, and Natural Resources. (See Agreement No. 17-083.)

As part of the legal staff update the Board went into Executive Session as follows:

EXECUTIVE SESSION – REGARDING ACQUISITION OF AN INTEREST IN REAL PROPERTY, RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY LITIGATION, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

Commissioner Rule made a motion to go into Executive Session at 10:57 a.m. pursuant to Idaho Code, Section 74-206(1) (c), (d), (f) and (i) regarding acquisition of an interest in real property, records exempt from public disclosure and attorney-client communication, communicate with legal counsel regarding pending/imminently likely litigation, and to communicate with the County's risk manager regarding pending/imminently likely claims. The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad



Goodsell, Deputy P.A. David Eames and Deputy P.A. Allen Shoff. The Executive Session concluded at 11:25 a.m. with no decision being called for in open session. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

#### SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for: Shopko Stores Operation Co. LLC dba Shopko #64 (see resolution no. 17-148).

#### CONSIDER SIGNING THE WRITTEN DOCUMENTS IN REGARDS TO THE REQUEST BY TREASURE VALLEY RENEWABLES, LLC, FOR A CONDITIONAL REZONE AND AN APPEAL FOR A PLANNED UNIT DEVELOPMENT

The Board met today at 2:41 p.m. to consider signing the written documents in regards to the request by Treasure Valley Renewables, LLC for a conditional rezone and an appeal for a planned unit development. Present were: Commissioners Pam White and Steve Rule, and Deputy Clerk Monica Reeves. Per the applicant's request, the matter was rescheduled to October 2, 2017 at 1:30 p.m. The proceeding concluded at 2:42 p.m.

TENTH DAY OF THE AUGUST TERM, A.D., 2017  
CALDWELL, IDAHO AUGUST 25, 2017

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

#### LEGAL STAFF UPDATE AND CONSIDER AUGUST 25, 2017 AGENDA ITEMS

The Board met today at 9:01 a.m. for a legal staff update and to consider signing the August 25, 2017 agenda items. Present were: Commissioners Pam White and Steve Rule, Deputy P.A. David Eames, Deputy P.A. Mike Porter, Deputy P.A. Zach Wesley, Lt. Ben Keyes, DSD Planner Jennifer Almeida, Assessor Brian Stender, Chief Deputy Assessor Joe Cox, HR Director Sue Baumgart, HR Specialist Demi Etheridge, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. The items were considered as follows:

***Consider Signing the Sheriff's Office 2017 Enforcement Series Welded Jet Boat Solicitation of Bids:*** The solicitation of bids will be sent to five vendors. Upon the motion of

Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the solicitation.

***Consider Resolution authorizing Planning and Zoning Commission to Hold a Public hearing on the Fourth Thursday of September, 2017:*** The P&Z Commission has experienced an increase in hearings and requests the Board hold an additional public hearing on the fourth Thursday of September. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the resolution. (See Resolution No. 17-149.)

***Resolution to Adopt Changes to the Title, Job Description, and Salary Range of Two Positions in the Assessor's Office:*** The request is to change one Sr. Administrative Specialist position to one Administrative Analyst, and one Senior Customer Service Specialist to one Imaging Specialist. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the resolution. (See Resolution No. 17-151.)

*(There were problems with the recording system for a few minutes this morning therefore we do not have an audio recording of this proceeding which last approximately 10 minutes.)*

At 9:17 a.m., as part of the legal staff update, Deputy P.A. Mike Porter asked the Board to go into Executive Session with Zach Wagoner and Sue Baumgart for an update on the compensation plan and its rollout coming next fiscal year. The Board went into Executive Session as follows:

#### EXECUTIVE SESSION – PERSONNEL MATTER

Commissioner Rule made a motion to go into Executive Session at 9:18 a.m. pursuant to Idaho Code, Section 74-206(1) (b) to discuss a personnel matter and named personnel. The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule and White voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Pam White and Steve Rule, Deputy P.A. Mike Porter, Controller Zach Wagoner and HR Director Sue Baumgart. The Executive Session concluded at 9:29 a.m. with no decision being called for in open session.

An audio recording of the open portion of the proceeding is on file in the Commissioners' Office.

#### MONTHLY MEETING WITH THE FAIR DIRECTOR TO DISCUSS FINANCIAL WRAP UP OF FAIR

The board met today at 9:32 a.m. for a monthly meeting with the Fair Director to discuss the financial wrap up of the fair. Present were: Commissioners Pam White and Steve Rule, Fair Director Diana Sinner and Deputy Clerk Jenen Ross. Director Sinner reported the following numbers from the 2017 fair: attendance increased 10% over last year, food revenue increased 13%, beer revenue increased 31%, concert revenue increased 7%, admission revenue increased 40% - this is higher due to an admission price increase this year – and advance admission was increased 126% over last year. She is still waiting on numbers from the carnival but the advanced sales were up. There were increased media sponsors and more of a media presence at the fair. She received good feedback about the fair and everyone was very appreciative of the fans, they were a tremendous improvement.

The facilities staff that were on site were amazing, anything that needed to be done got handled immediately and it was noticed by both exhibitors and parents. Ms. Sinner received good feedback on the cleanliness of the grounds and that everything was ready when the service providers, vendors and exhibitors arrived. Some of the other comments received were: less chaos, surprised at how smooth the fair ran, and the staff commented that the fair was fun again. Overall she feels the whole thing went really well. Some of the things to be improved upon for 2018 would include parking and cleaning crew staffing. They would also like to do something inside of the O'Connor Fieldhouse to make some of the exhibits more interactive. Additionally, they would like to look at ways to increase attendance during slower times like Friday afternoon and all day Sunday. Within the staff, they are looking at restructuring roles and responsibilities and elevate what they do and in general just to enhance the experience for everyone. Commissioner White asked Ms. Sinner to look at ways to add more grass to the event. In regards to the facility, they are at 92% of budgeted revenue. Ms. Sinner commended several county departments for all their help with the fair including the facility staff, IT, HR, PA, Auditor, Treasurer, Sheriff, fleet and the Board's admin staff, she also thanked the Board for their support of the fair and their faith in her being the fair director. She is excited for what the future of the fair will be. Commissioner White praised Ms. Sinner for her professionalism, grace and organization in running the fair this year. Commissioner Rule said this is his 11<sup>th</sup> fair report and he's never heard one like this before, they are usually riddled with complaints or issues and he appreciates the philosophy Ms. Sinner has brought and it's a big improvement on past fairs. The meeting concluded at 9:43 a.m. An audio recording is on file in the Commissioners' Office.

#### CONSIDER RESOLUTION TO REAPPOINT SANDI LEVI TO THE CANYON COUNTY PLANNING AND ZONING COMMISSION

The Board met today at 10:05 a.m. to consider reappointing Sandi Levi to the Canyon County Planning and Zoning Commission. Present were: Commissioners Pam White and Steve Rule, DSD Planner Jennifer Almeida, Torrie Cope from the Idaho Press-Tribune, and Deputy Clerk Monica Reeves. Ms. Levi was previously appointed in February of 2015 and her new term will expire December 1, 2019. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to reappoint Sandi Levi to the P&Z Commission. (See Resolution No. 17-150.) The meeting concluded at 10:07 a.m. An audio recording is on file in the Commissioners' Office.

ELEVENTH DAY OF THE AUGUST TERM, A.D., 2017  
CALDWELL, IDAHO AUGUST 28, 2017

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

## APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- HP in the amount of \$37,283.76 for the Information Technology department
- Wall 2 Wall Flooring in the amount of \$2949.00 for the Facilities department

## LEGAL STAFF UPDATE AND CONSIDER SIGNING AGREEMENT FOR PROVISION OF MENTORING SERVICES FOR JUVENILE OFFENDERS WITH HAKIM HAZIM AND SIGNING INDIVIDUAL PSYCHIATRIC SERVICES AGREEMENTS

The Board met today at 10:36 a.m. for a legal staff update and to consider signing an agreement for the provision of mentoring services for juvenile offenders with Hakim Hazim and to consider signing individual psychiatric services agreements with various providers (noted below). Present were: Commissioners Pam White and Steve Rule, Chief Probation Officer Elda Catalano, Deputy P.A. David Eames, Deputy P.A. Mike Porter, and Deputy Clerk Monica Reeves. The contract renewal for Hakim Hazim includes an increase in the hourly compensation from \$40 to \$50 per hour as well as an increase in the monthly maximum of administrative billing from \$120 to \$150. Elda Catalano said this is the first rate increase in eight years and the department has enough funds to cover the costs. Commissioner Rule questioned the 20% increase and said it seems excessive. Ms. Catalano spoke of Mr. Hazim's credentials and the services he provides and she believes he is worth the increase. Commissioner White made a motion to sign the agreement recognizing that the contractor has not had an increase in eight years. Commissioner Rule said the increase is excessive. The motion died for lack of a second. Ms. Catalano will try to negotiate on the rate and report back to the Board at a later date. David Eames reported that the individual psychiatric services agreements that are being considered today have the same rates as last year. The agreements are with a number of different physicians that provide psychiatric services; the contractors are: David Kent, M.D., Coire Weathers, M.D., Kafia Abbasi, M.D., Abhilash Desai, M.D., Mark Bostick, M.D., Eric Gilbreath, M.D., James Piktel, M.D., Charles Novak, M.D., Matthew Pitcher, M.D., Ninon German, M.D., Roberto Negron, M.D., and Tamara Helfer, M.D. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the psychiatric services agreements. (See Agreement Nos. 17-084, 17-085, 17-086, 17-087, 17-088, 17-089, 17-090, 17-091, 17-092, 17-093, 17-094, and 17-095.) As part of the legal staff update Mr. Eames spoke about the upcoming plans to have a lunch meeting with the newly appointed members to the gun range advisory board. The Board will schedule a meeting and sandwiches will be served. Mike Porter spoke about a letter that will be sent to Jensen-Hughes and Triad Consulting in regards to the County's campus security RFP. The committee took into consideration the Board's feedback that we need to drill down and get an idea of what we want them to do and look to reduce the County's cost. The letter will be signed by Sam Laugheed and sent on behalf of the committee that tells the bidders the areas in order of priority we are concerned with starting with video surveillance, access to the campus, policies we might draft, control of whoever runs this and how to get buy-in from the stakeholders. It lists what facilities we want them to look at and

provide cost breakouts per area so the Board can have a better understanding of what they are paying for. The Board has no problem with the letter. The meeting concluded at 10:51 a.m. An audio recording is on file in the Commissioners' Office.

#### SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for: The Hop House LLC dba The Hop House (see resolution no. 17-152).

TWELFTH DAY OF THE AUGUST TERM, A.D., 2017  
CALDWELL, IDAHO AUGUST 29, 2017

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

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Amazon in the amount of \$1277.57 for the Information Technology department
- Tech Quest in the amount of \$3000.00 for the Information Technology department
- Paessler AG in the amount of \$4612.50 for the Information Technology department

#### BIWEEKLY MEETING WITH THE HUMAN RESOURCES DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION

The Board met today at 8:49 a.m. for a biweekly meeting with the Human Resources Director to discuss general issues, set policy and give direction. Present were: Commissioners Pam White and Steve Rule, HR Director Sue Baumgart, Deputy P.A. Mike Porter and Deputy Clerk Jenen Ross.

#### EXECUTIVE SESSION – PERSONNEL MATTER

*Note for the record: As properly noticed the Board met today at 8:49 a.m. for a biweekly meeting with the HR Director. A request was made to go into Executive Session to discuss a personnel matter. The Executive Session was held as follows: Commissioner Rule made a motion to go into Executive Session at 8:50 a.m. pursuant to Idaho Code, Section 74-206(1) (b). The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule and White voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Pam White and Steve Rule, HR Director*

Sue Baumgart, Deputy P.A. Mike Porter and Deputy Clerk Jenen Ross. The Executive Session concluded at 9:00 a.m. with no decision being called for in open session.

#### LEGAL STAFF UPDATE AND CONSIDER AGENDA ITEMS

The Board met today at 9:01 a.m. for a legal staff update and to consider agenda items. Present were: Commissioners Pam White and Steve Rule, Deputy P.A. Allen Shoff, Deputy P.A. David Eames, Deputy P.A. Zach Wesley, Juvenile Detention Director Steve Jett (left at 9:05 a.m.) and Deputy Clerk Jenen Ross.

***Consider signing Canyon County and Delta Dental renewal of agreement:*** Allen Shoff said this is a renewal of the Delta Dental coverage for employees, there are some additional benefits available with this renewal, however, they have increased the per employee/per month administrative rate by 5%. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to sign the Delta Dental renewal agreement (see agreement no. 17-097).

***Consider signing medical services contract with Karen L. Schumacher:*** David Eames explained this is a renewal of a medical services contract with Karen Schumacher who is a nurse practitioner. Mr. Eames said there are no changes this year and that the rate has remained the same. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to sign the medical services contract with Karen L. Schumacher (see agreement no. 17-096).

#### EXECUTIVE SESSION – RECORDS EXEMPT FROM PUBLIC DISCLOSURE, COMMUNICATE WITH LEGAL COUNSEL REGARDING PENDING/IMMINENTLY LIKELY LITIGATION AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

*Note for the record: As properly noticed the Board met today at 9:05 a.m. for a legal staff update. A request was made to go into Executive Session to discuss records exempt from public disclosure, communicate with legal counsel regarding pending/imminently likely litigation and communicate with risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:* Commissioner Rule made a motion to go into Executive Session at 9:05 a.m. pursuant to Idaho Code, Section 74-206(1) (d), (f) and (i). The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule and White voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Pam White and Steve Rule, Deputy P.A. Allen Shoff, Deputy P.A. David Eames, Deputy P.A. Zach Wesley and Deputy Clerk Jenen Ross. The Executive Session concluded at 9:16 a.m. with no decision being called for in open session.

***Consider signing application for hardship waiver of county fees for Adell Degiulio:*** Zach Wesley said this is a hardship application where he has prepared a draft resolution for the Board's consideration, this is for the property at 11670 Lone Star Rd., Nampa. This

property has an abatement charge from over a year ago prior to the Degiulio's owning the property and they are contesting the charge with both the Treasurer's Office and DSD. It looks like this charge probably should have been paid by the previous owners but without that happening this hardship waiver is the solution to forgiving those charges. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to sign the resolution to approve the hardship waiver for county fees (see resolution no. 17-153).

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

THIRTEENTH DAY OF THE AUGUST TERM, A.D., 2017  
CALDWELL, IDAHO AUGUST 30, 2017

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

#### APPROVED CLAIMS ORDER NO. 1724

The Board of Commissioners approved payment of County claims in the amount of \$1,534,881.30 for a County payroll.

#### APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Williamson Vineyards to be used 9/10/17 for the Snake River Harvest Festival.

#### APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Goodwood Barbecue Company to be used 9/15/17 for a wedding.

#### APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Slicks Bar to be used 9/4/17 for a wedding.

### APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Goodwood Barbecue Company to be used 9/2/17 for a wedding.

### CONSIDER INDIGENT DECISIONS

The Board met today at 8:53 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale and Steve Rule, Indigent Services Director Yvonne Baker, Indigent Customer Service Specialist Robin Sneegas, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to issue a denial with a written decision to be issued within 30 days on the following cases: Case Nos. 2017-1392, 2017-1240, 2017-1241, 2017-1385, 2017-1512, 2017-1390, 2017-1387, 2017-1383, 2017-1404, 2017-1410, 2017-1384, 2017-1391, 2017-1389, 2017-1386, 2017-1388, 2017-1513, 2017-1413, and 2017-1415. The proceeding concluded at 8:54 a.m. An audio recording is on file in the Commissioners' Office.

### EXECUTIVE SESSION PURSUANT TO IDAHO CODE, SECTION 74-206(1)(C) TO DISCUSS ACQUISITION OF AN INTEREST IN REAL PROPERTY

Commissioner White made a motion to go into Executive Session at 9:04 a.m. pursuant to Idaho Code, Section 74-206(1) (c) to discuss acquisition of an interest in real property. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule, White, and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, Deputy P.A. Brad Goodsell, Parks Director Nicki Schwend, Tom Bicak, Mark Clark, Steve Clark, and Deputy Clerk Monica Reeves. Commissioner Rule left at 9:15 a.m. The Executive Session concluded at 9:57 a.m. with no decision being called for in open session.

### LEGAL STAFF UPDATE AND RECONSIDER THE HISPANIC CULTURAL CENTER'S APPLICATION FOR HARDSHIP CANCELLATION OF PROPERTY TAXES AND CONSIDER POSSIBLE SETTLEMENT AGREEMENT

The Board met today at 10:01 a.m. for a legal staff update and to reconsider the Hispanic Cultural Center's application for hardship cancellation. Present were: Commissioners Tom Dale and Pam White, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, Deputy P.A. Brad Goodsell, Chief Deputy Assessor Joe Cox, Jennifer Loutzenhiser from the Assessor's Office, and Deputy Clerk Monica Reeves. Mike Porter asked the Board to amend today's agenda to include the approval of a Byrne JAG grant for the Sheriff's Office. The deadline for the grant is Friday but we won't have a quorum that day and considering the exigency of this and the routineness of this document he is asking to amend the agenda to get this on the



agenda right now in order to meet that deadline. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to amend the agenda to include the signing of the MOU between the City of Nampa, the City of Caldwell and Canyon County for the 2017 Byrne JAG program. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to approve the MOU for the 2017 Byrne Justice Assistant Grant, also known as the JAG program. Brad Goodsell prepared a resolution that would adopt a settlement agreement with the Hispanic Cultural Center where they agree to voluntarily dismiss the lawsuit that they filed against the County and various employees of the County and in exchange the Board is going to cancel the remaining taxes that are owed based on hardship. He said we want to make clear that by agreeing to this stipulation the County is not admitting to any wrongdoing, in fact, the County believes it has acted appropriately in all instances; this settlement is simply to resolve the disputes between the parties and to move forward from this point. It resolves all tax issues with regard to the Hispanic Cultural Center through 2017 and they have agreed to the stipulation and a signed copy which is attached and made part of the resolution. Mr. Goodsell said the Assessor's Office has reluctantly agreed to the settlement, and although the Treasurer is not present she has agreed to the settlement. The amount of taxes, interest and penalties that would be forgiven under this agreement is \$8,871.16 as of today. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to approve the Hispanic Cultural Center's application and sign the resolution based on the hardship reasoning and to cancel the property taxes in the amount of \$8,871.16. (See Resolution No. 17-154.) Joe Cox said the Assessor's Office did everything they were supposed to but given the amount involved it's not enough to move forward on. Once the Board signs the resolution and that authorizes Brad to sign the settlement which will be filed with the court today. The meeting concluded at 10:08 a.m. An audio recording is on file in the Commissioners' Office.

#### PUBLIC HEARING – REZONE REQUEST FOR SCOTT REECE, CASE NO. PH2017-25

The Board met today at 1:34 p.m. to consider a rezone request for Scott Reece, Case No. PH2017-25. The applicant is requesting a rezone of approximately 4.54 acres from an "A" (Agricultural) Zone to an "R-R" (Rural Residential) Zone of Parcel No. R30124011B0 (Lot 1, Block 2 of Grants Acres Estates). Present were: Commissioners Tom Dale and Pam White, DSD Planner Jennifer Almeida, Scott Reece, and Deputy Clerk Monica Reeves. Jennifer Almeida gave the oral staff report. The average minimum lot size in an R-R zone is two acres and based on this lot size the property could be divided into a maximum of two lots and if approved a replat of the subject property would be required. The property is adjacent to an existing platted subdivision and is adjacent to existing residential zoning. The proposed use would not have a negative impact nor would it change the essential character of the area. The P&Z Commission recommended approval of the rezone on July 20, 2017, and staff is also recommending approval as well. Scott Reece concurred with the staff report. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to approve the rezone request and the Findings of Fact, Conclusions of Law and Order. Upon the motion of Commissioner Dale and the second by Commissioner White, the Board voted unanimously to approve the ordinance directing the change to the official

zoning Map for Case No. PH2017-25. (See Ordinance No. 17-012.) The meeting concluded at 1:38 p.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING – REZONE REQUEST FOR SCOTT REECE, CASE NO. PH2017-39

The Board met today at 2:00 p.m. to consider a rezone request for Scott Reece, Case No. PH2017-39. The applicant is requesting a rezone of approximately 4.54 acres from an "A" (Agricultural) Zone to an "R-R" (Rural Residential) Zone of Parcel No. R30124011A1 (Lot 2, Block 1 of Grants Acres). Present were: Commissioners Tom Dale and Pam White, DSD Planner Jennifer Almeida, Scott Reece, and Deputy Clerk Monica Reeves. Jennifer Almeida gave the oral staff report. The average minimum lot size is two acres and based on the lot size the property could be divided into a maximum of two and if approved a replat of the property would be required. The subject property is within close proximity to platted subdivisions and is located 600 feet north of residential zoning. The proposed use would not have a negative impact nor would it change the essential character of the area. The P&Z Commission recommended approval of the rezone on July 20, 2017 and staff is also recommending approval of the rezone. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to close public testimony. Commissioner Dale said this request is very similar to the previous case and both requests seem appropriate. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to approve the rezone and sign the ordinance directing amendments as well as approve the Findings of Fact, Conclusions of Law and Order. (See Ordinance No. 17-013.) The meeting concluded at 2:03 p.m. An audio recording is on file in the Commissioners' Office.

FOURTEENTH DAY OF THE AUGUST TERM, A.D., 2017  
CALDWELL, IDAHO AUGUST 31, 2017

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

APPROVED CLAIMS ORDER NO. 9-1-17

The Board of Commissioners approved payment of County claims in the amount of \$4.16 for accounts payable.

APPROVED CLAIMS ORDER NO. 9-11-17

The Board of Commissioners approved payment of County claims in the amount of \$133,320.57, \$46,666.34 and \$4621.00 for accounts payable.

#### APPROVED CLAIMS ORDER NO. 9-8-17

The Board of Commissioners approved payment of County claims in the amount of \$576.00 for accounts payable.

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Dell in the amount of \$57,784.15 for the Information Technology department
- Dell in the amount of \$20,674.44 for the Information Technology department
- Right! Systems Inc. in the amount of \$1583.09 for the Information Technology department
- Neopost in the amount of \$8283.60 for the Information Technology department
- SPS in the amount of \$10,231.21 for the Information Technology department
- Vox Network Solutions in the amount of \$5543.97 for the Information Technology department
- CDW-G in the amount of \$2816.10 for the Information Technology department
- Integra in the amount of \$58,709.00 for the Information Technology department
- HP, Inc. in the amount of \$6375.74 for the Information Technology department

#### APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for O'Michael's Pub & Grill to be used 9/23/17 for a wedding.

#### MEETING TO DISCUSS OPTIONS TO PURSUE A MEMORANDUM OF UNDERSTANDING WITH ADA COUNTY PUBLIC DEFENDER ON CAPITAL CRIME CASES

The Board met today at 11:31 a.m. for a meeting to discuss options to pursue a memorandum of understanding with Ada County Public Defender on capital crime cases. Present were: Commissioners Tom Dale and Pam White, Interim Public Defender Krista Howard, Office Administrator Deepak Budwani, Tori Cope from the Idaho Press-Tribune and Deputy Clerk Jenen Ross. Ms. Howard explained that they get appointed on capital cases but at this time they do not have any attorneys that are death penalty certified to sit first chair. They do have one attorney that is qualified to sit second chair and are working on getting a couple more attorneys working towards second chair. To be qualified for first chair you have to have sat thru a trial to completion or the sentencing phase of a death penalty case; additionally you have to have a certain amount of training, been an attorney for a certain amount of time and been on a certain number of trials before you can make application to the Supreme Court. The problem they've had is that Canyon County hasn't

had any cases for her attorneys to sit on. In an effort to help her office and the county she would like to look at entering into an agreement with Ada County where they would send someone over to sit first chair and then one of her attorneys would sit second chair to gain the experience they need to become certified. Canyon County would pay Ada County for that attorney's time and in turn if Ada County needed assistance while their attorney is in trial here one of Ms. Howard's attorneys would go over to cover in Ada County. At this point Ms. Howard has spoken informally with the Public Defender in Ada County and our civil office to get the ball rolling and see if it's something to be working towards. Ms. Howard said she will be one of the attorneys working towards becoming death penalty certified and she has asked around to see which other attorneys would be interested in becoming certified. Commissioners Dale and White both think this is a good solution and look forward to seeing the MOU developed to be brought back to the Board. The meeting concluded at 11:41 a.m. An audio recording is on file in the Commissioners' Office.

#### CONTINUE PUBLIC HEARING REGARDING A REQUEST BY BARRY BUTLER FOR A PRELIMINARY PLAT AND FINAL PLAT FOR WILLIS SUBDIVISION; CASE NO. PH2017-24

The Board met today at 1:32 p.m. to consider the preliminary plat and final plat for Willis Subdivision, Case No. PH2017-24. Present were: Commissioners Tom Dale and Pam White, DSD Planner Jennifer Almeida, and Deputy Clerk Monica Reeves. Ms. Almeida informed the Board that the applicant has requested a three-week continuance. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to continue the hearing to September 29, 2017 at 10:00 a.m. The proceeding concluded at 1:34 p.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE AND CONSIDER SIGNING AUGUST 31, 2017 AGENDA ITEMS

The Board met today at 2:30 p.m. for a legal staff update and to consider signing the August 31, 2017 agenda items. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Mike Porter, Deputy P.A. David Eames, Chief Deputy Clerk Drew Maffei, Chief Deputy Sheriff Marv Dashiell, Juvenile Detention Director Steve Jett, and Deputy Clerk Monica Reeves. The items were considered as follows:

**Consider signing Addendum 2 for Polling Places Consultant:** Mr. Porter said the addendum provides answers to questions we were asked by potential bidders. Commissioner White asked for clarification on why the services are being sought. Drew Maffei said we are still in a litigation situation with the Department of Justice and have not settled this at this point, it is partly a way to continue to try to serve voters while dealing with that situation. Mr. Porter said we haven't had any complaints about the services provided by the elections office but there was a push last year by the Department of Justice (DOJ), through the U.S. Attorney's Office, for many counties across the U.S. to take a stricter look. This doesn't bind us to anything it's simply to see what's out there and what services could be provided. Commissioner Dale is not opposed to this but he is surprised we have to hire a consultant to see if something is ADA compliant when someone within County could

do that. Mr. Maffei said the DOJ expects third-party expertise. Mr. Porter said they considered that heavily but ultimately the DOJ has indicated they would litigate if he wouldn't agree to all the terms - some of which we feel are onerous - and to put an employee on the stand to say it is ADA compliant will put us in a tough position. With the addendum all we are doing is sending the response to the questions that were asked. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to approve Addendum No. 2 to the Request for Proposals for a polling place compliance consultant.

**Consider signing FY2018 Renewal to Mental Health Clinical Services Agreement No. 15-124 with Centerpointe, Inc.:** This is a renewal to an existing contract we have with Centerpointe to provide mental health services to the juvenile detention center. Director Jett said several years ago the Department of Juvenile Corrections started a detention clinician program and the legislature took funding away from the Department of Health and Welfare and gave it to the Department of Juvenile Corrections for clinician services. The detention center receives 40 hours each week of clinician services and when he receives an invoice he forwards it to the Department of Juvenile Corrections for payment. The services have reduced the number of suicide attempts by 30% as well as reduced the use of force incidents as well. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to approve the FY2018 Renewal to the Mental Health Clinical Services Agreement No. 15-124 with Centerpointe, Inc. (See Agreement No. 17-099.)

**Consider signing law enforcement services agreement with the Notus School District:** It's a renewal of an ongoing school resource officer program for the Notus School District where the County provides a school resource officer to the district an average of eight (8) hours per week and the County receives compensation in the amount of \$3,500. Upon the motion of Commissioner Dale and the second by Commissioner White, the Board voted unanimously to approve the law enforcement services agreement with the Notus School District. (See Agreement No. 17-100.)

As part of the legal staff update, Commissioner Dale reported that at a recent meeting with Parks Director Nicki Schwend an issue was raised regarding the weeds that are growing on the wildlife refuge property surrounding Lake Lowell. Not only is this a fire hazard it's a noxious weed problem as well and he would like to know if the County can issue a notice of violation and order the refuge to abate the weeds. Mr. Porter will look into the matter. The meeting concluded at 2:42 p.m. An audio recording is on file in the Commissioners' Office.

FIFTEENTH DAY OF THE AUGUST TERM, A.D., 2017  
CALDWELL, IDAHO SEPTEMBER 1, 2017

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

Deputy Clerk Monica Reeves / Jenen Ross

No meetings scheduled today.

SIXTEENTH DAY OF THE AUGUST TERM, A.D., 2017  
CALDWELL, IDAHO SEPTEMBER 5, 2017

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

No meetings scheduled today.

SEVENTEENTH DAY OF THE AUGUST TERM, A.D., 2017  
CALDWELL, IDAHO SEPTEMBER 6, 2017

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

No meetings scheduled today.

APPROVED CLAIMS ORDER NO. 9-11-17

The Board of Commissioners approved payment of County claims in the amount of \$32,803.76, \$59,990.28, \$101,365.55, \$112,620.33 and \$66,084.98 for accounts payable.

EIGHTEENTH DAY OF THE AUGUST TERM, A.D., 2017  
CALDWELL, IDAHO SEPTEMBER 7, 2017

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

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Best Buy in the amount of \$3978.96 for the Information Technology department

- Les Schwab Tires in the amount of \$7724.00 for the Solid Waste department

#### APPROVED THE JUNE 2017 TERM COMMISSIONER PROCEEDINGS AND SYNOPSIS

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

#### INDIGENT DECISIONS

The Board met today at 8:50 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale and Pam White, Customer Service Specialist Robin Sneegas, Indigent Services Director Yvonne Baker and Deputy Clerk Jenen Ross. Ms. Sneegas said the following cases do not meet the eligibility criteria for county assistance: 2017-1590, 2017-1436, 2017-1438, 2017-1420, 2017-1440, 2017-1556, 2017-1437, 2017-1426, 2017-1416, 2017-1541, 2017-1263, 2017-1418 and 2017-1435. Upon the motion by Commissioner White and second by Commissioner Dale the Board voted unanimously to issue denials on the cases as read into the record with written decisions to be issued within 30 days. The following case does meet the eligibility criteria for approval: 2017-0761, upon the motion by Commissioner White and second by Commissioner Dale the Board voted unanimously to approve the case as read into the record with a written decision to be issued within 30 days. The following case is pending a resource and should be suspended until a decision is made regarding that resource: 2017-1455, upon the motion by Commissioner White and second by Commissioner Dale the Board voted unanimously to place the case in suspension. The meeting concluded at 8:53 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NOS. 2017-726 and 2017-1040

The Board met today at 9:03 a.m. to conduct a medical indigency hearing for Case Nos. 2017-726 and 2017-1040. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, the applicant, Amber Jones for St. Luke's, Attorney Mark Peterson for St. Luke's and Deputy Clerk Jenen Ross. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to issue a denial with a written decision to be issued within 30 days for case no. 2017-726. Upon the motion of Commissioner White and second by Commissioner Dale the Board voted unanimously to continue case no. 2017-1040 to November 30, 2017. The hearing concluded at 9:32 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-1162

The Board met today at 9:42 a.m. to conduct a medical indigency hearing for Case No. 2017-1162. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, the applicant, friend of the applicant, Kassi Daugherty for St. Luke's, Attorney Mark Peterson for St. Luke's and Deputy Clerk Jenen Ross. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to continue the case to November 2, 2017. The hearing concluded at 10:01 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NOS. 2017-334 AND 2017-801

The Board met today at 10:08 a.m. to conduct a medical indigency hearing for Case Nos. 2017-334 and 2017-801. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Kassi Daugherty for St. Luke's, Attorney Mark Peterson for St. Luke's and Deputy Clerk Jenen Ross. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to continue case nos. 2017-334 and 2017-801 to December 14, 2017. The hearing concluded at 10:22 a.m. An audio recording is on file in the Commissioners' Office.

#### INDIGENT MATTERS

The Board met today at 10:33 a.m. to consider indigent matters. Present were: Commissioners Tom Dale and Pam White, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Deputy P.A. David Eames and Deputy Clerk Jenen Ross. Ms. George asked the Board to render a decision of denial on the following cases as neither the hospital nor the applicant appeared today: 2017-1064, 2017-1064, 2017-978, 2017-1027, 2017-1074 and 2017-1044. Upon the motion by Commissioner White and second by Commissioner Dale the Board voted unanimously to issue denials on the cases as read into the record with a written decision to be issued within 30 days. Upon the motion by Commissioner White and second by Commissioner Dale the Board voted unanimously to continue case no. 2017-1152 to October 5, 2017. Upon the motion of Commissioner White and second by Commissioner Dale the Board voted unanimously to issue final approvals with a written decision to be issued within 30 days on the following cases: 2017-656, 2017-252, 2017-429 and 2014-307. The meeting concluded at 10:35 a.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE AND CONSIDER SIGNING AGENDA ITEMS

The Board met today at 11:02 a.m. for a legal staff update and to consider signing the agenda items. Present were: Commissioners Tom Dale and Pam White, Chief Civil Deputy P.A. Sam



Laugheed, Deputy P.A. Zach Wesley, Deputy P.A. Brad Goodsell, Deputy P.A. David Eames, Fair Director Diana Sinner, IT Director Greg Rast, Assistant IT Director Eric Jensen, Indigent Services Director Yvonne Baker, and Deputy Clerk Monica Reeves. The items were considered as follows:

***Consider signing A Resolution Ratifying 2017 Canyon County Fair Entertainment Contract with Brooke Eden and Red Brown Ventures, LLC:*** Brooke Eden was the opening act for the band, Old Dominion, and her contract was late. Zach Wesley said they signed the contract right before the performance, not in time for the Board to sign so the resolution is ratifying the contract and treating it as if the Board signed it originally so both parties are bound by the terms. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to sign the resolution ratifying the 2017 entertainment contract with Brooke Eden and Red Brown Ventures, LLC. (See Resolution No. 17-155.)

***Consider signing Construction and Installation Agreement with Idaho Tower Construction:*** The contract was prepared by Allen Shoff as part of the RFP process to erect structures and install microwave antennae necessary to procure stable and reliable microwave and/or wireless connections between Canyon County Courthouse Campus, Pickles Butte Landfill, The Park at Lake Lowell, and Celebration Park. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to sign the Construction and Installation Agreement with Idaho Tower Construction. (See Agreement No. 17-101.)

As part of the legal staff update, an Executive Session was held as follows:

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

Commissioner White made a motion to go into Executive Session at 11:05 a.m. pursuant to Idaho Code, Section 74-206(1) (d) and (f) to discuss records exempt from public disclosure and attorney-client communication, and to communicate with legal counsel regarding pending/imminently likely litigation. The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale and Pam White, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley, Deputy P.A. Brad Goodsell, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, and Deputy Clerk Monica Reeves. Director Baker left at 11:18 a.m. Commissioner Steve Rule arrived 11:25 a.m. The Executive Session concluded at 11:41 a.m. with no decision being called for in open session.

An audio recording of the open portion of the discussion is on file in the Commissioners' Office.

**CANVASS ELECTION**

The Board canvassed the August 29, 2017 Election.

CONSIDER WRITTEN FINDINGS OF FACT, CONCLUSIONS OF LAW AND ORDER  
REGARDING THE REQUEST BY VICTOR WARR FOR A COMPREHENSIVE PLAN MAP  
AMENDMENT AND REZONE, CASE NO. PH2017-11&12

The Board met today at 2:04 p.m. to consider the written Findings of Fact, Conclusions of Law and Order (FCO's) regarding the request by Victor Warr for a comprehensive plan map amendment and rezone for Case No. PH2017-11 & 12. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley, DSD Planner Jennifer Almeida, Victor Warr, Bev Warn, other interested citizens, and Deputy Clerk Monica Reeves. The matter was continued from August 17, 2017. The hearing was originally held at a time when only Commissioners Rule and White were present and at the conclusion of the hearing there was a motion for approval that failed and because there wasn't a consensus the application failed on its own. Zach Wesley had recommended Commissioner Dale review the record from that hearing, including audio, and meet today to determine if we could reach a majority decision be that by opening the record and taking more evidence and initially making a record of what Commissioner Dale has reviewed and then having more discussion and seeing if there's a motion to go through either for or against and then we could come up with some revised findings based on whatever motion passes. The idea being that on a failed motion like that we are likely to end up back here on remand anyway for a decision so the most efficient thing would be to have Commissioner Dale weigh in now. Commissioner Dale said he listened to the entire audio of the public hearing and read through the case packet and he feels the proposal does not fit with the surrounding area nor does it seem to be compatible therefore he is not ready to support the development. Mr. Wesley asked if there is any other information or questions based on what he reviewed that he would require additional testimony, and Commissioner Dale said he cannot think of anything. Mr. Wesley said the best thing would be to continue the discussion and ask for motions when they are ready to be made. Both Commissioners Rule and White said their comments are already on the record. Mr. Wesley said we need a motion for a decision and if that decision fits the FCO's that were prepared in advance then we'll have those ready for signature. If the decision does not reflect the FCO's then staff will have to prepare them consistent with the Board's decision. Commissioner White made a motion to deny the request for a comprehensive plan map amendment and rezone for Case No. 2017-11 & 12. The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion to deny with Commissioners White and Dale voting in favor of the motion and Commissioner Rule voting against the motion. The motion carried by a two-to-one split vote with Commissioner Rule casting the only dissenting vote. The Board took a recess at 2:11 p.m. so staff could add some dates to the FCO's to note the continuance dates. The Board went back on the record at 2:37 p.m. Commissioner White made a motion to approve the FCO's regarding the request by Victor Warr for a comprehensive plan map amendment and rezone. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion which carried unanimously. There are two sets of FCO's, one for the comprehensive plan map amendment and one for

the rezone. The meeting concluded at 2:39 p.m. An audio recording is on file in the Commissioners' Office.

#### CONSIDER GRANTING SEVEN DAY EXTENSION REQUEST FOR LEVY CERTIFICATION

The Board met today at 2:39 p.m. to consider granting a seven day extension request for levy certification. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. Zach Wagoner said today is the due date for taxing districts to submit property tax requests to the County Clerk. School districts have an opportunity for what is referred to as an emergency levy which is tied to the number of students attending. We are new in the school year and the school districts need a little more time to gather accurate data and information so they have an opportunity to request an extension on the due date. This is something we typically do every year and he's fine with it because it does give the Clerk a little more time to do our review and calculate levy rates. The following school districts have requested an extension for a seven working day request: Nampa School District, West Ada School District, Kuna School District, Caldwell School District, and Middleton School District. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to grant the seven-day extension. (See Resolution No. 17-156.) Given the fact school districts request this each year, Commissioner Dale suggested the legislature should perhaps make an alteration in the statute and change the date. Controller Wagoner said that is a great point. The meeting concluded at 2:42 p.m. An audio recording is on file in the Commissioners' Office.

NINETEENTH DAY OF THE AUGUST TERM, A.D., 2017  
CALDWELL, IDAHO SEPTEMBER 8, 2017

PRESENT: Commissioner Tom Dale, Chairman  
Commissioner Pam White  
Commissioner Steve Rule – Idaho Economic Development District meeting  
Deputy Clerk Monica Reeves / Jenen Ross

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Salt Lake Wholesale Sports in the amount of \$3621.96 for the Trial Court Administrator
- HP Inc. in the amount of \$1085.58 for the Information Technology department

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

The Board met today at 8:06 a.m. for a monthly meeting with Administrative District Judge and TCA to discuss general issues. Present were: Commissioners Tom Dale and Pam White, Judge Bradley Ford, TCA Doug Tyler and Deputy Clerk Jenen Ross. Judge Ford said that Courtney Tucker was selected as the new magistrate judge to replace Judge Kotyk, she will start October 2, 2017. She is very experienced in handling matters that are on Judge Kotyk's docket and will be able to step right into Judge Kotyk's role and take over his cases. Judge Onanubosi will be her mentoring judge. They are still working to keep up with the Odyssey implementation schedule. Trainings will be happening all month and the State will be in today for an informational meeting with the judges. Court clerks will have one day soon where they will be closed for a couple hours for training. The largest transition will take place the weekend of October 7-8 in preparation of going live on October 10<sup>th</sup>. Paul Navarro and his staff have been working on the 3<sup>rd</sup> floor courtrooms. Judge Ford thinks it is moving faster than anticipated and Mr. Navarro's crew is doing a great job. The jury boxes will now be made up of movable chairs that can be used in all courtrooms or moved around as needed. Judge Ford let the Board know that he's going to be entering an administrative order to provide uniform firearms to court marshals. Idaho Code section 1-1613A says that when a county employee is carrying out duties for the court then they are considered state employees. This will stay under the jurisdiction of the courts and not the Sheriff's Office. The firearms will be purchased out of the TCA's budget and costs are consistent with what law enforcement pays. Doug Tyler has been in touch with the civil office and both Mike Porter and Sam Laugheed have looked thru this order, these are the first step to try to figure out where the marshals will be operating in the courthouse. This order will allow all marshals to carry and train with like weapons. This order has gone thru the court security committee and Chief Dashiell has been involved. The purchase order will be submitted and Judge Ford will move forward with submitting the administrative order. Doug Tyler said that their Family Court Services website has been hosted by a private provider, but they will soon be losing that host. He has been in contact with Greg Rast about the IT department taking over the hosting of this website but Mr. Rast would like to rebuild the webpage so they would take it on as a project and then the courts will pay the IT department. Commissioner Dale said he is okay with it as long as the costs are covered and Mr. Rast has the capacity. The meeting concluded at 8:42 a.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE AND CONSIDER SIGNING AGENDA ITEMS

The Board met today at 9:02 a.m. for a legal staff update and to consider signing the September 8, 2017 agenda items. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Zach Wesley, Chief Deputy Clerk Drew Maffei, Indigent Services Director Yvonne Baker, HR Director Sue Baumgart, HR Generalist Jennifer Allen, Weed Control Superintendent Jim Martell, and Deputy Clerk Monica Reeves. Prosecutor Bryan Taylor arrived at 9:09 a.m. The items were considered as follows:

***Independent Contractor Agreement for Court Interpreter Karla P. Young:*** This is a standard agreement for Spanish interpreter services. Upon the motion of Commissioner

White and the second by Commissioner Dale, the Board voted unanimously to sign the agreement with Karla Young. (See Agreement No. 17-103.)

***Consider signing Memorandum of Agreement with Advocates Against Family Violence (AAFV) for Medical and Non-Medical Care in Canyon County:*** This agreement has been in place for a number of years and allows the AAFV to provide counselling services and shelter for victims of domestic violence and is a program pay per incident rate, it has a cap of \$50,000. Commissioner White asked who provides the licensed counselling services. Yvonne Baker said the bill we receive each month is primarily for housing and shelter, and there may be some counselling but she will pull the documentation and provide it to Commissioner White who wants to know whether the person is a licensed counsellor and if they are carrying the proper insurance. The agreement was not signed today.

***Memorandum of Understanding between County Prosecutors Office and the Treasure Valley Partnership:*** Bryan Taylor said the MOU expired and new signatures are required in order to keep the SAUSA program going. The Treasure Valley Partnership pays the money to the Controller which pays for the position that is housed at the US Attorney's Office. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to sign the Memorandum of Understanding between County Prosecutors Office and the Treasure Valley Partnership. (See Agreement No. 17-104.)

As part of the legal staff update, the Board went into Executive Session as follows:

**EXECUTIVE SESSION – PERSONNEL MATTER**

Commissioner White made a motion to go into Executive Session at 9:12 a.m. pursuant to Idaho Code, Section 74-206(1) (b) to discuss a personnel matter. The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Zach Wesley, Weed Controller Superintendent Jim Martell, HR Director Sue Baumgart, HR Generalist Jennifer Allen and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:24 a.m. with no decision being called for in open session.

***Consider signing an Ordinance and Summary Amending Chapter 6; Article 5, Addressing; Section 7, Applicability of the Canyon County Code of Ordinances, and Severability Clauses, and Effective Dates to Include the City of Caldwell Impact Area:*** Zach Wesley said this matter came to us as a request from the City of Caldwell. They've determined they don't want to do the addressing in the unincorporated areas anymore, they just want to do it within the city limits so they made the request a few months ago and the Board gave the go ahead. The city intends to take this up at the city council meeting on September 14<sup>th</sup> so we have an ordinance that will alter the language in our existing ordinance so that only the City of Nampa is excluded from the unincorporated county addressing and Caldwell's will be addressed by DSD and it will go into effect on September 14<sup>th</sup> when the City of Caldwell takes action on it the same day. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to sign the ordinance and the summary. (See Ordinance No. 17-014.)

***Consider signing Canyon County Historic Preservation Plan Consultant Services Agreement with Preservation Solutions, LLC:*** The Parks Department received a grant to have a historic plan completed and after completing the solicitation process for consultant services the contract was awarded to Preservation Solutions, LLC. There was an initial draft agreement and a few changes have been made to the schedule. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to sign the agreement with Preservation Solutions, LLC. The attachments to the agreement are lengthy (300-400 pages) and are copied to a disc which is included with this day's minute entry. (See Agreement No. 17-102.)

***Consider signing Legal Notice of Entering into Personal Services Contract for Psychiatric Services Agreement and Medical Services Contract:*** Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to sign the legal notice which will be published on September 14, 2017.

As part of the continued legal staff update, Commissioner Dale said he spoke to Sam Laugheed and Brian Stender about the potential of trying to look for creative ways to help the residents in Burnie Subdivision, perhaps by reducing their taxable values of those properties. The Prosecutor's Office and the Assessor's Office is researching the matter. The meeting concluded at 9:31 a.m. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

THE MINUTES OF THE FISCAL TERM OF AUGUST 2017 WERE READ AND APPROVED AND FOUND TO BE A PROPER RECORD OF THE PROCEEDINGS OF THE BOARD OF CANYON COUNTY COMMISSIONERS, CANYON COUNTY IDAHO. DATED THIS 17<sup>th</sup> DAY OF OCTOBER, 2017. APPROVED BY CANYON COUNTY BOARD OF COMMISSIONERS PAM WHITE AND TOM DALE. ATTEST: CHRIS YAMAMOTO, CLERK; J.ROSS, DEPUTY CLERK

FIRST DAY OF THE SEPTEMBER TERM, A.D., 2017  
CALDWELL, IDAHO SEPTEMBER 11, 2017

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

#### APPROVED COMMUTER VEHICLE AUTHORIZATION FORM

The Board approved a commuter vehicle authorization form for Dale Stafford.

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Visual Studio Live! In the amount of \$1995.00 for the Information Technology department
- Intermountain Wood Products in the amount of \$1507.92 for the Prosecuting Attorney's Office
- Advanced Hardware Supply in the amount of \$1275.21 for the Prosecuting Attorney's Office
- Journal Technologies, Inc. in the amount of \$5000.00 for the Public Defender's department

#### COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:31 a.m. for an office staff meeting. Present were: Commissioners Tom Dale, Pam White and Steve Rule, PIO Joe Decker, Deputy Clerk Jenen Ross, Sr. Administrative Specialist Jamie Miller, and Deputy Clerk Monica Reeves. The Board reviewed this week's schedule with staff. Joe Decker reported on the following communication items: KBOI talking points; newspaper story on tipping fees at the landfill; working on a proclamation for Canyon County Adoption Day and he will assist with media; he is working on a press release regarding an increase in farm ground in Canyon County; there are some television programs that are interested in some cases. The meeting concluded at 8:40 a.m. (Due to a technical problem with the equipment an audio recording of this meeting is not available.)

#### LEGAL STAFF UPDATE AND CONSIDER SIGNING JUVENILE DETENTION HOUSING AGREEMENT WITH ELMORE COUNTY, AND CONSIDER A RESOLUTION ISSUING A REFUND TO JNUNO CONSTRUCTION, LLC



The Board met today at 9:05 a.m. for a legal staff update and to consider signing the juvenile detention housing agreement with Elmore County, and to consider a resolution issuing a refund to JNuno Construction, LLC. Present were: Commissioners Tom Dale, Pam White, and Steve Rule, Deputy P.A. David Eames, Deputy P.A. Brad Goodsell, Shawn Anderson from Juvenile Detention, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the juvenile detention housing agreement with Elmore County. (See Agreement No. 17-105.) Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to sign the resolution approving a refund in the amount of \$70 to JNuno Construction, LLC for overpayment of a zoning compliance fee. (See Resolution No. 17-157.) As part of the legal staff update, the Board went into Executive Session as follows:

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

Commissioner White made a motion to go into Executive Session at 9:07 a.m. pursuant to Idaho Code, Section 74-206(1) (d) to discuss records exempt from public disclosure and attorney-client communication. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White, and Steve Rule, Deputy P.A. David Eames, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:25 a.m. with no decision being called for in open session.

(Due to a technical problem with the equipment an audio recording of the first portion of this meeting is not available.)

MONTHLY ELECTED OFFICIALS' MEETING

The Board met today at 9:30 a.m. for an elected officials' meeting which took place in the public meeting room of the administration building. Present were: Commissioners Tom Dale and Pam White, Prosecutor Bryan Taylor, Chief Civil Deputy P.A. Sam Laugheed, Treasurer Tracie Lloyd, Clerk Chris Yamamoto, Controller Zach Wagoner, Chief Deputy Sheriff Marv Dashiell, IT Director Greg Rast, Facilities Director Paul Navarro, PIO Joe Decker, and Torrie Cope from the Idaho Press-Tribune, and Deputy Clerk Monica Reeves. Topics of discussion were as follows:

**Employee Appreciation BBQ:**

Commissioners White and Dale would like to have an employee appreciation BBQ the end of September. Clerk Yamamoto questioned how the luncheon would be paid for. There is an employee appreciation line item with \$3,000 budgeted.

**Compensation:**

Zach Wagoner handed out a sample document illustrating how the FY2018 compensation will be distributed. Because it will overlap two fiscal years with different pay rates the

Controller said it would be best if the new pay rates begin on September 25. There was no objection to this suggestion. There will be a maximum 1% pool given to each department for equity adjustments as recommended by the compensation committee. The amount will be paid on October 27, which is the first full check for FY2018. The elected officials and department administrators will need to review the amounts for accuracy. There will be a column for an equity adjustment for each department; it is not part of FY2018 and it's not considered salary, it is a onetime payment. An equity adjustment looks at those who are doing a great job. The Sheriff's Office and the IT Department have chosen not to utilize it. The Controller will present a master document for the Board's approval next week.

#### **Jail Study Update:**

Captain Ward has attended meetings every two weeks and they have discussed, among other things, target numbers and bed space totaling 1,050. We currently have 477. The group is awaiting more information on the bond amount. There was some discussion regarding bed space and classifications. Commissioner Dale said the study shows we need 1,050 beds which is 200 more than the estimated amount. He wants to know when the group can present the options to the public so they can weigh in. Captain Ward said Sheriff Donahue wants to relay this message: if on the public building, yes, the public can comment on the outside of it, but not on how a jail should be designed. Commissioner Dale said the public needs to see the logical process. Captain Ward said we have a ballpark number, but we need to know what message the County is taking to the public, and, we need to make sure all elected officials are consistent in that message. Even if a bond passes we are looking at four (4) years before we could inhabit the jail. Given the housing and transportation costs we cannot wait four more years; we need something in the interim. Commissioner White asked when the mayors and police chiefs will be brought into the discussion. Captain Ward said a core stakeholder meeting is scheduled for Wednesday and we want to make sure our message is set before we bring others in. Sam Laugheed said DLR has been crunching numbers and their deliverable format will be a public document and there will be a public presentation of the information. Clerk Yamamoto said there is sticker shock and concerns about whether the facility will fit on the acreage (Pond Lane property). Discussion ensued regarding the issues with highway setbacks and potential wetlands.

#### **Security Camera Project and Situational Incident:**

Director Navarro reported on the campus security consultant project. The review committee is negotiating with two firms to see what services we can get for \$50,000. We'll ask them to look at our assets as well as exposures for the protection of citizens and employees. It will be a very detailed project and this is the tip of the iceberg and it will take many years to accomplish the project. There are a lot of "what ifs" and we need all entities to be on the same page. It could result in a new department or a sub-department. Director Rast said there will be a two-four year phasing and stakeholder buy-in is crucial. Sam Laugheed said the consultant will talk to each office/department and there will be coordination with executive authority in one place. Treasurer Lloyd said we tighten up on policy on how information should be disseminated to employees when a (potential) security situation occurs. Clerk Yamamoto spoke about a recent incident where a person was displaying some odd behavior in the courthouse and the administration building. Director Navarro said

policies need to be written so that when there's an event like that we know how to communicate.

**Flooding in Burnie Subdivision:**

Clerk Yamamoto said the residents in the subdivision have no water or sewer and their homes are torn apart and they are wondering when they will get some relief because most of them cannot cover the expenses of the cleanup/restoration on their own. He said they have met with the highway district but somebody needs to "ramrod" this and the district needs to release some funds because every day the costs are increasing so it's incumbent on the district to hire somebody to address the situation. Commissioner White has concerns with the amounts; she doesn't want to do one thing for one family and another something else for another family. They need to find the common cost and there needs to be communication from the highway district. Commissioner Dale said people are very frustrated with the lack of action, but Canyon County has no authority and we cannot force the highway district to do anything. They need to step up and help the residents get back in their homes. Clerk Yamamoto said as a taxpayer he wants it approved. There district has an insurance cap of \$500,000 but the damages are much higher than that amount.

**Public Defender:**

Commissioner Dale said the candidate interviews will be open and the elected officials are welcome to sit in.

**Aumentin Hardware Upgrade Project:**

Treasurer Lloyd thanked the IT Department for their work on the project.

**IAC:**

Seth Grigg has been named to the position of IAC Director. The conference will be held in Boise September 25-27.

The meeting concluded at 10:37 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 11:05 a.m. for a monthly meeting with the Interim Public Defender to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Interim Public Defender Krista Howard, Office Administrator Deepak Budwani and Deputy Clerk Jenen Ross. Ms. Howard gave a review of budget numbers. Some of the numbers she highlighted are as follows: psycho/sexual evaluations was budgeted at \$75,000 and they are currently at \$72,000 with two weeks left in the fiscal year; she anticipates being about \$5000 over budget. Conflict counsel is over budget by about \$45,000 but it will offset with other items in the budget where money has not been spent. The budget was set based on about 8000 cases but this year they will be closer to 12,000. On the 'B' budget she believes they will be \$50,000 - \$60,000 under and

on the 'A' budget they will be about \$300,000 - \$400,000 under just due to unfunded positions and some that were under filled. Ms. Howard gave a breakdown of minutes spent per type of case, on average 35 hours are spent on each case. She also provided a review of active caseloads, types of cases conflicted, open cases in JustWare, number of open cases in specialty courts and the total number of cases. The PDC has sent out information about the comments they've received from different counties. They will also be hosting webinars to discuss their PDC rule definitions and procedures related to oversight in enforcement and standards for defending attorneys. There will be a hearing held on October 11<sup>th</sup> in Boise. Ms. Howard also brought to the Board's attention that they are engaged with vertical representation set forth in the standards and statutes which has already been adopted. What this means is that when they start a case it is handled from prelim at the felony level all the way up and at the misdemeanor level from pre-trial all the way up. Some issues they're running into is that when the judges are overbooked they will roll some of their extra cases over to another judge. Ms. Howard's position is that they are told they need to represent that client in all substantive proceedings with the trial being the most substantive. They are taking the stance that they cannot just hand off a case two days before trial to another attorney who has had nothing to do with that case. They've had this issue a couple of times already with the courts and with the PDC standards so they are trying to get that worked out.

*A request was made to go into Executive Session to discuss a personnel matter. The Executive Session was held as follows:*

#### EXECUTIVE SESSION – PERSONNEL MATTER

Commissioner Rule made a motion to go into Executive Session at 11:33 a.m. pursuant to Idaho Code, Section 74-206(1) (b). The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Interim Public Defender Krista Howard, Office Administrator Deepak Budwani and Deputy Clerk Jenen Ross. The Executive Session concluded at 11:41 a.m. with no decision being called for in open session.

The meeting concluded at 11:41 a.m. An audio recording of the open portion is on file in the Commissioners' Office.

#### QUARTERLY MEETING WITH THE WEED CONTROL SUPERINTENDENT AND GOPHER DISTRICT DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

This meeting did not happen but Mr. Martell dropped off a letter for the Board that is on file with this day's minutes.

#### MEETING WITH THE COUNTY AGENT TO DISCUSS GENERAL ISSUES

The Board met today at 1:47 p.m. for a meeting with the County Agent to discuss general issues. Present were: Commissioners Pam White and Steve Rule, County Agent Jerry Neufeld, 4-H Extension Educator Carrie Johnson and Deputy Clerk Jenen Ross. Commissioner Dale arrived at 2:00 p.m. Mr. Neufeld said they are currently looking for a livestock educator; the announcement closed about a week ago so they are in the process of reviewing the applications. Ms. Johnson said her and Ms. Amende recently hosted a series of day camps for Juvenile Probation. She was working with a program called Build Your Future which is an early career exploration program for non-4H members; she visited Caldwell and Parma high schools. The fair went really well, the new fans and the water station were big hits and she said all of the fair staff and volunteers along with County employees were great to work with. Ms. Johnson believes there will be a "re-cap" meeting in the near future to discuss how things went at the fair as far as what went well and things that can be improved on. National 4-H week is coming up and she has asked the Board's permission to fly the 4-H flag at the courthouse during that week. Commissioner Rule suggested she get in touch with Director Navarro and let him know that the Board has given a preliminary approval to put the flag up. Additionally, she asked if the Board would be willing to sign the proclamation declaring 4-H week. She will coordinate with the Board's staff to get that scheduled. Ms. Johnson participates on an advisory and expansion committee to find ways to reach further into the community. The meeting is only once a year for about an hour to an hour and half and she is hoping to have one of the Commissioners participate in that meeting. Commissioner White suggested she send an email to the entire Board so they can coordinate schedules. The meeting concluded at 2:04 p.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 2:22 p.m. for a monthly meeting with the Parks Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Parks Director Nicki Schwend and Deputy Clerk Jenen Ross. Ms. Schwend updated the Board on the following items: September 1<sup>st</sup> brought the first group of kids to the park for a field trip and their bus scholarship program was able to assist all 26 schools that have applied for funding. The last few interpretive specialist positions are being filled for the fall season at Celebration Park. Laura Barbour was successful in obtaining the Laura Moore Cunningham Foundation, Inc. grant for \$20,000; Ms. Barbour will continue to look at other grants in order to purchase the ADA accessible bus they were hoping to purchase or possibly looking for another option. The lifejacket loaner station was installed at Celebration Park recently. The Deer Flat National Wildlife Refuge purchased a new sprayer for the Parks Department which will assist in the cleaning of restroom facilities at the park. They've received an estimate of \$1276 to repair fence damage done at Lake Lowell. Ms. Schwend is working with the person who did the damage and trying to work out the details of who will fix the fence as the gentleman would like to do the repairs himself. Paul Navarro has been in contact with the DEQ regarding the well project at Celebration Park and they have learned that an engineer is still needed as only about 40% of the engineering portion is complete. Mr. Navarro has been in contact with two

contractors who have provided bids (a copy of these are on file with this day's minute entry). David Eames is working on an agreement with Tom Bicak to help coordinate the purchase of the Clark Ranch land. Allen Shoff is assisting with the MOU between the county and Idaho Fish and Game; this will be continuing the cooperative agreements for Wilson Ponds and Martin Landing. Brent Orton from the City of Caldwell has been in contact with the County regarding the City Plaza project where they are doing a geological theme and have requested some melon gravels. Ms. Schwend has met with Mr. Orton and let him know that as long as the Board approves she is willing to proceed on the conditions that the Parks department picks the gravel, they're dispersed and there is no cost to the county. The Board is okay with this plan. Ms. Schwend is proposing that the Historic Preservation Commission have a presence on the county website which could include meeting minutes, agendas, resumes from the board members and information about what the HPC is. She feels this would be a good place to have the grant application and explain the process and cycle. The Board thinks this is a great idea and thinks it should have its own page, not just going thru the Parks department portion of the website. Ms. Schwend will be attending the Idaho Heritage Conference on Friday September 22<sup>nd</sup>. As of August 25<sup>th</sup> there was still Blue-Green algae in Lake Lowell and it's expected that will just be maintained until the end of the season since the lake will be closing soon for the season. The meeting concluded at 2:51 p.m. An audio recording is on file in the Commissioners' Office.

SECOND DAY OF THE SEPTEMBER TERM, A.D., 2017  
CALDWELL, IDAHO SEPTEMBER 12, 2017

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

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Amazon in the amount of \$1099.99 for the Information Technology department
- I.T.C.C. (Idaho Tower) in the amount of \$37,723.72 for the Information Technology department
- I.T.C.C. (Idaho Tower) in the amount of \$11,522.00 for the Information Technology department
- I.T.C.C. (Idaho Tower) in the amount of \$22,626.34 for the Information Technology department
- Amazon in the amount of \$1197.90 for the Information Technology department
- HP in the amount of \$1767.00 for the Information Technology department
- I.T.C.C. (Idaho Tower) in the amount of \$19,158.25 for the Information Technology department

- Bionomics Environmental, Inc. in the amount of \$7072.08 for the Facilities department

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

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

#### BIWEEKLY MEETING WITH THE HUMAN RESOURCES DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION

The Board met today at 8:52 a.m. for a biweekly meeting with the Human Resources Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, HR Director Sue Baumgart and Deputy Clerk Jenen Ross. Director Baumgart updated the Board on the following items: She is working with her department on their 2018 goals. One of the goals is an HR procedures manual specifically for her department to make sure there is consistent messaging going out and streamlining the orientation and benefits presentation. They are also working on rebuilding the employee manual and getting each policy in place so they make sense and not contradicting or referring back and forth. Ms. Baumgart will be meeting with Jamie on Friday to discuss quarterly leadership training for department administrators. She will work on building a plan and then bring it to the Board for approval. The wellness fairs will be held on October 5<sup>th</sup> and 18<sup>th</sup> where vendors will be onsite to answer any questions along with Preventative Health to administer flu shots. Open enrollment will take place November 1 – 15. The meeting concluded at 8:57 a.m. An audio recording is on file in the Commissioners' Office.

#### FILE IN MINUTES

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

#### CONSIDER SIGNING SEPTEMBER 12, 2017 AGENDA ITEMS

The Board met today at 9:04 a.m. to consider signing the September 12, 2017 agenda items. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Deputy P.A. Brad Goodsell, Deputy P.A. Allen Shoff, Clerk's Executive Assistant Taryn Peterson, Chief Deputy Clerk Drew Maffei, Assistant IT Director Eric Jensen, IT Business Manager Caitlyn Pendell, Indigent Services Director Yvonne Baker, Family Court Services Manager Mary Hoffman, and Deputy Clerk Monica Reeves. The items were considered as follows:

***Consider signing Independent Contractor Agreement for Court Interpreter Elena Bogdanovich:*** The agreement is for a Russian speaker who is certified in both Washington and Oregon. We already have Russian interpreters but there is an issue with conflicts so we need to have a backup. The interpreter will provide services over the telephone unless the judge requests she be here in person and in that case the County will pay the airfare to get them here. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to sign the Independent Contractor Agreement for Court Interpreter Elena Bogdanovich. (See Agreement No. 17-106.)

***Consider signing Nampa Civic Center Venue Agreement:*** The venue will be used for training for mental health professionals who are working with clients involved in the court system. The County does not have a facility large enough to accommodate the 90 people who've registered for the class so that's why it is being held at the Nampa Civic Center. The rental cost of \$374 will be paid from the revenue from the parenting class. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to sign the Nampa Civic Center Venue Agreement. (See Agreement No. 17-108.)

***Consider signing Resolution Classifying Records of the Canyon County Information Technology Department and Authorizing Imaging and/or Destruction of Certain Files/Records:*** The records include copies of claims ranging from 1998 to 2011 and invoice distribution forms from 2000 to 2009. They are well outside the five year semi-permanent classification, and if any of the records have been subject to litigation or there is a reasonable likelihood they may be they will be preserved. The resolution includes an attachment that details information. Caitlin Pendell said the IT Department is looking at changing their procedure to start doing an annual destruction rather than dealing with multiple years at a time. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the Resolution Classifying Records of the Canyon County Information Technology Department and Authorizing Imaging and/or Destruction of Certain Files/Records. (See Resolution No. 17-158.)

***Consider signing Computer Arts Inc., Agreement:*** CAI creates the software the Indigent Services Department uses and the agreement is a renewal from last year with the same rate. The total cost is nearly \$9,000 which includes the annual software license and maintenance fees, software support fees. If there is a need for a change to a form or anything like that there will be an additional cost. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to sign the agreement with Computer Arts Inc. (See Agreement No. 17-107.)

***Consider signing medical indigency collection services agreement with Collection Bureau Incorporated (CBI):*** Brad Goodsell said there has been previous discussion about the policy issues surrounding the collection of unpaid reimbursements under the medical indigency program. The agreement has been vetted and has been signed by CBI and is ready for the Board's consideration. There is a statute that allows government entities to collect through a collection agency and for the agency's fee to be added on top of what's owed; they basically add one-third to whatever amount is owed and we get 100% of what's owed to us, assuming they are able to collect. Director Baker said CBI would not have the authority to



accept partial payments or anything as far as negotiation or a lump sum payment, all of that will still come through indigent services for Board approval. All cases will come to the Board for decision on whether to pursue collection on an applicant. Commissioner Rule made a motion to sign the agreement for medical indigency collection services. Commissioner Dale seconded the motion. A roll call vote was taken on the motion with Commissioners Rule and Dale voting in favor and Commissioner White voting against the motion. The motion carried by a two-to-one split vote. (See Agreement No. 17-109.)

The meeting concluded at 9:23 a.m. An audio recording is on file in the Commissioners' Office.

#### INFORMATION TECHNOLOGY DEPARTMENT PROJECT CLOSURE UPDATES

The Board met today at 9:33 a.m. with the Information Technology department to discuss project closure updates. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Director of IT Greg Rast, Assistant Director of IT Eric Jensen, Caitlyn Pendell, Rick Fisher, Don Dutton, Shawn Adamson and Deputy Clerk Jenen Ross. Director Rast updated the Board on projects they've been working on over the past couple of years with a handout provided. Mr. Rast explained there is a process to the projects as they come into IT; green indicates projects that are currently being worked on, yellow is coming up in the queue to be worked on and red are the items that a business case is being done on to see if there is a need for it in the county. The projects Mr. Rast reviewed with the Board include the PA upgrade, Helion upgrade for the Records office, Accela upgrade for DSD and the City of Caldwell, Print shop software solution and the Employee portal and Parks booking system. For each project Director Rast gave a breakdown of key people on the project, measures of success and budget and schedule variances. A copy of the close-out paperwork provided to the Board is on file with this day's minute entry. The meeting concluded at 10:01 a.m. An audio recording is on file in the Commissioners' Office.

THIRD DAY OF THE SEPTEMBER TERM, A.D., 2017  
CALDWELL, IDAHO SEPTEMBER 13, 2017

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

#### APPROVED CLAIMS ORDER NO. 1725

The Board of Commissioners approved payment of County claims in the amount of \$1,464,757.80 for a County payroll.

### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Magnet Forensics USA, Inc. in the amount of \$1249.00 for the public defender

### INTERVIEW RANDALL GROVE FOR THE CHIEF PUBLIC DEFENDER POSITION

The Board met today at 10:33 a.m. to interview Randall Grove for the Chief Public Defender position. Present were: Commissioners Tom Dale, Pam White and Steve Rule, H.R. Director Sue Baumgart, Randall Grove, Prosecutor Bryan Taylor, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. The interview committee consisted of the Board and Director Baumgart. Mr. Grove spoke of his background, education, and experience as well as his thoughts and vision for managing the public defender's office. The meeting concluded at 11:15 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

### PUBLIC HEARING – PRELIMINARY PLAT AND FINAL PLAT FOR RADFORD RIDGES SUBDIVISION

The Board met today at 1:31 p.m. to conduct a public hearing in the matter of a request by TJ Wellard from Skinner Land Survey for preliminary plat and final plat approval for Radford Ridges Subdivision, Case No. SD-PH2017-22, a two residential lot development located in an "RR" (Rural Residential) zone. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Planner Deb Root, TJ Wellard, other interested persons, and Deputy Clerk Monica Reeves. The subject property, Parcel R38178013, is approximately 4.6 acres and is further described as a portion of the NW quarter of Section 34, Township 5N, Range 3W, BM, Canyon County, ID. The Planning and Zoning Commission forwarded this case with a recommendation of approval on August 3, 2017. Deb Root gave the oral staff report and said we are here to discuss a short plat (preliminary plat and final plat), and the irrigation plan and drainage plan are included on the preliminary plat for this two-lot development that is taking access across private property from Freezeout Road to the platted lots. There has been an easement reduction to 28 feet for the driveway. The property was approved for rezone by the Board earlier this year and the developer has submitted the plat for the purpose of obtaining residential permits on those lots and building a home. Staff is recommending approval of the plat as proposed; the applicants have met the conditions of approval and the water users agreement and road users agreement have been recorded. TJ Wellard said Ms. Root covered everything in her report. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to close the public hearing. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to approve the preliminary plat and the Findings of Fact, Conclusions of Law and Order. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to authorize the chairman to sign the

final plat. The hearing concluded at 1:37 p.m. An audio recording is on file in the Commissioners' Office.

FOURTH DAY OF THE SEPTEMBER TERM, A.D., 2017  
CALDWELL, IDAHO SEPTEMBER 14, 2017

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

APPROVED CLAIMS ORDER NO. 9-14-17

The Board of Commissioners approved payment of County claims in the amount of \$32,327.07 for accounts payable.

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

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

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- WCP in the amount of \$21,420.00 for the Information Technology department

LEGAL STAFF UPDATE AND OPEN PROPOSALS FOR THE 2017 CANYON COUNTY POLLING PLACES COMPLIANCE CONSULTANT PROJECT

The Board met today at 9:02 a.m. for a legal staff update and to open proposals for the 2017 Canyon County Polling Places Compliance Consultant Project. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Deputy P.A. Mike Porter, and Deputy Clerk Monica Reeves. The proposals, which were due by September 14, 2017 at 8:59 a.m., were received from the following companies:

Federal Compliance Consulting, LLC  
11808 Becket Street  
Potomac, Maryland 20854

\*\*This company submitted two (2) proposals. The first proposal was received on August 24, 2017 and the second proposal was received on September 13, 2017.

Inclusion Solutions  
2000 Greenleaf St., Suite 3  
Evanston, IL 60202  
The proposal was received on August 24, 2017

Meeting the Challenge, Inc.  
3630 Sinton Road, Suite 103  
Colorado Springs, CO 80907  
The proposal was received on August 24, 2017.

Due to some scheduling issues the original proposal deadline date was extended to September 14, 2017. The proposals will be reviewed and if the Clerk decides to proceed the Board will consider a notice of intent to award a contract and there will be discussion about where we go from here.

As part of the legal staff update the Board went into Executive Session as follows:

EXECUTIVE SESSION – PERSONNEL MATTER AND TO COMMUNICATE WITH LEGAL COUNSEL REGARDING PENDING/IMMINENTLY LIKELY LITIGATION

Commissioner Rule made a motion to go into Executive Session at 9:07 a.m. pursuant to Idaho Code, Section 74-206(1) (b) and (f) discuss a personnel matter and to communicate with legal counsel regarding pending/imminently likely litigation. The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White, and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Mike Porter, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:30 a.m. with no decision being called for in open session.

An audio recording of the open portion of discussion is on file in the Commissioners' Office.

INTERVIEW GABRIEL MCCARTHY FOR THE CHIEF PUBLIC DEFENDER POSITION

The Board met today at 10:04 a.m. to interview Gabriel McCarthy for the Chief Public Defender position. Present were: Commissioners Tom Dale, Pam White and Steve Rule, H.R. Director Sue Baumgart, Gabriel McCarthy, Prosecutor Bryan Taylor, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley and Deputy Clerk Monica Reeves. The interview committee consisted of the Board and Director Baumgart. Mr. McCarthy spoke of his background, education, and experience as well as his thoughts and vision for managing the public defender's office. The meeting concluded at 10:52 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

CONSIDER SIGNING APPLICATION TO THE IDAHO ASSOCIATION OF COUNTIES FOR ASSISTANCE IN ECONOMIC OBSOLESCENCE AND/OR PROPERTY VALUE LITIGATION

The Board met today at 11:31 a.m. to consider signing an application to the Idaho Association of Counties for Assistance (IAC) in Economic Obsolescence and/or Property Value Litigation. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Assessor Brian Stender,

Deputy P.A. Allen Shoff, and Deputy Clerk Monica Reeves. Allen Shoff said this is a case currently before the district court regarding the SSI/CTI food processing plant near Wilder. The Assessor's Office is the petitioner in this case and there were some concerns with the value the Board of Tax Appeals determined in this case. The Assessor disagrees with the way the appraiser came up with some values and is concerned this may become a trend where groups hire appraisers to determine the value of properties based not on their actual working value but instead on the dark value of a site as sort of a distressed sale and unfortunately the Board of Tax Appeals bought into this argument. Mr. Shoff said they feel this is a good test case to bring forward and IAC may agree so they are asking for a total of \$25,000 to cover the potential costs of hiring an expert to do an appraisal. There is no guarantee IAC will grant the request. Brian Stender said the Board of Tax Appeals determined the value to be \$10 million, but the Assessor's appraiser believes the value to be \$21 million for 2016. Commissioner White made a motion to sign the application to the Idaho Association of Counties for Assistance in Economic Obsolescence and/or Property Value Litigation. The motion was seconded by Commissioner Rule who said he supports industry but it's important that we not roll over for an appraisal that is low by four or five times on a value. The motion carried unanimously. The meeting concluded at 11:36 a.m. An audio recording is on file in the Commissioners' Office.

#### INTERVIEW KRISTA HOWARD FOR THE CHIEF PUBLIC DEFENDER POSITION

The Board met today at 1:32 p.m. to interview Krista Howard for the Chief Public Defender position. Present were: Commissioners Tom Dale, Pam White and Steve Rule, H.R. Director Sue Baumgart, Krista Howard, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. The interview committee consisted of the Board and Director Baumgart. Ms. Howard spoke of her background, education, and experience as well as her thoughts and vision for managing the public defender's office. The meeting concluded at 2:23 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

#### INTERVIEW AARON BAZZOLI FOR THE CHIEF PUBLIC DEFENDER POSITION

The Board met today at 3:32 p.m. to interview Aaron Bazzoli for the Chief Public Defender position. Present were: Commissioners Tom Dale, Pam White and Steve Rule, H.R. Director Sue Baumgart, Aaron Bazzoli, Chief Civil Deputy P.A. Sam Laugheed, and Deputy Clerk Monica Reeves. The interview committee consisted of the Board and Director Baumgart. Mr. Bazzoli spoke of his background, education, and experience as well as his thoughts and vision for managing the public defender's office. The meeting concluded at 4:27 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

FIFTH DAY OF THE SEPTEMBER TERM, A.D., 2017  
CALDWELL, IDAHO SEPTEMBER 15, 2017

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

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Mity Lite Tables in the amount of \$1706.72 for the Facilities department

BID OPENING FOR THE SHERIFF'S 2017 ENFORCEMENT SERIES WELDED JET BOAT AND  
CONSIDER SIGNING SEPTEMBER 15, 2017 AGENDA ITEMS

The Board met today at 10:02 a.m. to open bids for the Sheriff's 2017 Enforcement Series Welded Jet Boat and to consider signing the September 15, 2017 agenda items. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Zach Wesley, Deputy P.A. Allen Shoff, Deputy P.A. David Eames, and Deputy Clerk Monica Reeves. The items were considered as follows:

***Open Bids for the Sheriff's Office 2017 Enforcement Series Welded Jet Boat:*** Bids were received from Riddle Marine, LLC, in the amount of \$98,733 and \$84,733; and from Riverview Marina/Custom Weld Boats in the amount of \$62,750, after the trade-ins. David Eames will work with Lt. Ben Keyes to make sure the proposals meet the minimum requirements and they will come back to the Board at a later date. The boat will be largely paid for by a grant from the state; the matching portion that's required was hoped to be accomplished through the trade-ins.

***Consider signing Independent Contractor Agreements for Court Interpreter Maria "Dolores" Salutregui and Ravinder Waraich:*** Allen Shoff said Mr. Waraich will provide Tagala language services, which is the predominant language in the Philippines, and Ms. Salutregui will provide Basque language services. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to sign the Independent Contractor Agreements for Court Interpreters Ravinder Waraich and Maria "Dolores" Salutregui. (See Agreement Nos. 17-112 and 17-113.)

***Consider signing The Cabin's Writers in the Schools (WITS) Residency Agreement with Southwest Idaho Juvenile Detention Center's Agreement for 2017-2018 Academic Year:*** This is a program the juvenile detention center has been doing for a number of years where The Cabin arranges for a teacher to conduct a writing program. The total cost is \$5,600 but the County pays \$1,400. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to sign The Cabin Writers in the Schools Residency Agreement with the Southwest Idaho Juvenile Detention Center. (See Agreement No. 17-111.)

***Consider signing Independent Contractor Agreement with Tom Bicak:*** This is for work Tom Bicak is doing on looking for funding for the Clark Farm project. The compensation will be \$35 per hour and he is required to provide monthly invoices for the anticipated 8-12 hours a week. This is for a 90-day period where he will try to find funding sources for the County to purchase the property. Commissioner Dale said he will meet with this afternoon with Scott Kido and his son and Mr. Bicak will be here as well. He said there was a suggestion that we have a partnership where a private partner could develop a part for what they want to do and we could come alongside it. Upon the motion of Commissioner Dale and the second by Commissioner White, the Board voted unanimously to sign the Independent Contractor Agreement with Tom Bicak. (See Agreement No. 17-110.) The meeting concluded at 10:13 a.m. An audio recording is on file in the Commissioners' Office.

SIXTH DAY OF THE SEPTEMBER TERM, A.D., 2017  
CALDWELL, IDAHO SEPTEMBER 18, 2017

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

No meetings today.

SEVENTH DAY OF THE SEPTEMBER TERM, A.D., 2017  
CALDWELL, IDAHO SEPTEMBER 19, 2017

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

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

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

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Caxton in the amount of \$12,873.32 for the District Court/TCA
- ESRI in the amount of \$20,400.00 for the Information Technology department

#### APPROVED CLAIMS ORDER NO. 9-25-17

The Board of Commissioners approved payment of County claims in the amount of \$66,290.84, \$60,203.48, \$86,008.61, \$45,345.11, \$133,934.06, \$170,924.93 and \$172,635.79 for accounts payable.

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

The Board met today at 8:37 a.m. for a biweekly meeting with the Directors of Facilities and IT to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Facilities Director Paul Navarro and Deputy Clerk Jenen Ross. Commissioner Dale left at 8:49 a.m. Director Navarro updated the Board on the following items: The Pod 5 tent structure has been patched both inside and out. There have been some modifications made to the back fence; there are two small gates that used to open inward for access to the heating and a/c system and where they came together the razor wire was laid flat and there was a gap that the inmate was able to escape thru. The swing of the fence has been changed and the razor wire has been changed to concertina. Director Navarro met with Captain Ward and inside the structure there are block walls that used to flank the toilets. Those walls are about 5 ½ feet off the floor and this is where the inmate stood to escape. At this point the easiest and quickest solution is to knock those walls down so Mr. Navarro and his team will be over there today to get started on that. In speaking with Captain Ward, they believe this repair will meet with Sheriff Donahue's approval. Courtrooms 311 and 312 are nearly done with the final touches just being completed; they are hoping to give them back to Judge Ford next Wednesday. They are hoping to start on the next two courtrooms on October 2<sup>nd</sup>. Mr. Navarro will be out at Lake Lowell today to trench a couple of conduits, in order to avoid trenching in November, for the tower project that will be starting soon. The fairgrounds are the next big project for the fiscal year. Director Sinner has requested new arena heaters; there are currently 8 heaters in the arena but 3 of them have cracked heat exchangers and are no longer functional. Additionally, they will be painting the ceiling, the north and south walls and taking off the steel and putting up wood; he anticipates this project taking about 8 weeks. The indigent services office has requested doors be installed on their interview offices. Mr. Navarro has put together a quote for the Clerk to purchase the doors, knobs and glass panels; there are 6 doors to be installed and the Clerk has agreed to pay for everything with the quote coming in at just under \$8000. The Board has approved of this project. Director Navarro said he had a request from Commissioner Rule to address the synchronized clock system for the Commissioners' Office. He has met with Director Rast who came up with a solution but it is about \$2500 to buy the master clock and then 7 additional clocks. Commissioner White feels that her clocks are always different and likes the idea of synchronized clocks. Commissioner Dale does not feel the new system is necessary and that \$2500 is a lot of money for clocks. Commissioners Rule and White are in favor of the new system. Director



Navarro will work with Director Rast to get the clock system ordered and in place. The meeting concluded at 8:51 a.m. An audio recording is on file in the Commissioners' Office.

#### CONSIDER SIGNING SEPTEMBER 19, 2017 AGENDA ITEMS

The Board met today at 9:01 a.m. to consider signing the September 19, 2017 agenda items. Present were: Commissioners Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Allen Shoff, Deputy P.A. David Eames, DSD Director Tricia Nilsson, Controller Zach Wagoner, Executive Administrator Taryn Peterson, Director of Court Operations Denise Kennel, Juvenile Detention Director Steve Jett, and Deputy Clerk Monica Reeves. The items were considered as follows:

***Consider signing a resolution for a refund of zoning compliance fee to Gary Tuttle:*** Director Nilsson said a client of Tuttle Construction abandoned a project so Mr. Tuttle is requesting the \$70 zoning compliance fee be refunded. Staff has not spent any time on the permit and they feel it's a fair request. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to issue a refund of the zoning compliance fee. (See Resolution No. 17-159.)

***Consider signing a resolution to refund zoning fee for Ronald Sawyer:*** Director Nilsson said Mr. Sawyer came in to change occupancy of a manufactured home from residential to storage so he was charged a zoning a compliance fee, but he decided not to proceed so he is requesting a \$70 refund. Staff has not spent any time on the request. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to issue a refund of the zoning compliance fee. (See Resolution No. 17-160.)

**Consider signing E-Payment Merchant Participation Agreement with Tyler Technology:** Allen Shoff said this agreement is tied to the state's rollout out of the electronic court filing system, Odyssey. The Supreme Court used to handle court payments but it has decided that Tyler Technologies will provide the service on behalf of all the counties. Commissioner Rule is concerned that this is a pass through cost and will result in downstream costs to Canyon County. Zach Wagoner said it is specifically for credit card processing and previously the Supreme Court provided the machines and handled the backend for the credit card process through ISTARS. The clients are charged a convenience fee for credit card transactions. Commissioner Rule questioned why the County needs to sign an agreement if it's for the clients who make credit card payments. Mr. Shoff said the banks require an agreement with the County and with Tyler Technologies to create the order and to firm up where the funds are going and who's getting the technology. There is no cost to the County for this agreement. Commissioner Rule said they are charging the County something because the agreement states "*Tyler shall assess and collect the fees permitted in the master agreement in consideration of processing services provided hereunder.*" He will not support the agreement. Mr. Shoff said the customers will be paying their infraction, plus a convenience fee and part of that convenience fee goes the credit card company and part goes to Tyler Technologies for administering it. Sam Laugheed said the matter should be removed from the agenda for now so the Prosecutor's Office can try to address some of the questions

Commissioner Rule has raised and get back to the Board with better answers. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to table the agreement to tomorrow at 9:00 a.m.

***Consider signing Independent Contractor Agreement for Court Interpreter Lilly May Bayley:*** The agreement is for Tagalog language services. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the Independent Contractor Agreement for Court Interpreter Lilly May Bayley. (See Agreement No. 17-114.)

***Consider signing Juvenile Detention Housing Agreement with Adams County:*** This is the same agreement as last year, with the same rate. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the Juvenile Detention Housing Agreement with Adams County. (See Agreement No. 17-115.)

***Consider signing Notice of Unscheduled Revenue Hearing:*** Zach Wagoner said we are approaching the end of the fiscal year and the books stay open until early November to pay any bills that were incurred prior to September 30. In looking at the budgets and the actuals the Clerk and Controller are recommending the FY2017 budget be adjusted as follows:

Indigent Fund: \$100,000 for costs associated with involuntary commitments and provider payments.

County Fair Fund: \$75,000 for facilities upgrades and improvements.

Consolidated Elections Fund: \$35,000 for personnel and costs associated with consolidated elections activity.

Problem Solving Courts Fund: \$20,000 for testing and problem solving courts operational costs.

Waterways Fund: \$10,000 for waterways patrol and operational costs.

Controller Wagoner said the County Fair revenue has come in greater than what was budgeted for so the excess revenue will cover whatever they are over in their budget. He said it's not known for certain if the above amounts will be spent but if we are going through the steps and costs associated with opening the budget we'd like to cover as much as we possibly can. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the notice of hearing for unscheduled revenue. The hearing will be held on October 4, 2017 at 9:30 a.m. There weren't any items for legal staff. The meeting concluded at 9:20 a.m. An audio recording is on file in the Commissioners' Office.

#### FILE IN MINUTES

The Board filed the tax charge adjustments by PIN for August 2017 in today's minutes.

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

The Board met today at 10:05 a.m. for a monthly meeting with the Director of Juvenile Detention to discuss general issues, set policy and give direction. Present were: Commissioners Pam White and Steve Rule, Director of Juvenile Detention Steve Jett and Deputy Clerk Jenen Ross. Director Jett updated the Board on the following items: The garden is going strong and they are just a few pounds short of a ton of produce that's been harvested. They won't have the same poundage as they've had in previous years because they've spoken with the charities they donate to and learned what items they can use most, which won't necessarily be the heavier items. Friday morning KBOI will be at the detention center to conduct interviews on what organizations have benefitted from the garden; Kim Deugan with Advocates Against Family Violence will also be there to be interviewed. Mr. Jett currently has four employees at POST. The majority of the instructors at POST right now are from his facility as they've had a shortage of instructors and Mr. Jett highly supports POST. The benefit of this is that it's an extension of the field training program and the new employees attending will be trained as Mr. Jett would like. Graduation will take place on September 29<sup>th</sup> which means his employees will not be able to attend the employee appreciation lunch; Commissioner White has offered to get boxed lunches over to his office. He has one employee that will soon be back from deployment and another who will be moving from full-time to part-time. Recently they have had a run of mental illness cases that are needing restraint and one fight has happened. Next week Director Jett will be attending the Interstate Compact Commission meeting. The meeting concluded at 10:13 a.m. An audio recording is on file in the Commissioners' Office.

#### MONTHLY MEETING WITH DIRECTORS OF JUVENILE PROBATION AND MISDEMEANOR PROBATION TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION

The Board met today at 10:15 a.m. for a monthly meeting with the Directors of Juvenile Probation and Misdemeanor Probation to discuss general issues, set policy and give direction. Present were: Commissioners Pam White and Steve Rule, Director of Misdemeanor Probation Jeff Breach, Chief Juvenile Probation Officer Elda Catalano and Deputy Clerk Jenen Ross. Director Breach updated the Board on the following items: The Odyssey go-live will happen over the long Columbus Day weekend. He has a variety of staff in training this week and they are doing a bunch of data scrubs to see how things will come over. They've had a bit of a disagreement with the Supreme Court over the receipting of money but they've worked it out by having Clerk Yamamoto deputize his secretaries to be Clerks so now the Supreme Court won't view that as being illegal for them to receipt money. It will still have to go thru the priority of payments but it will be better than trying to send people across the street to pay and hoping they do so. They are still waiting for some forms to be loaded, along with the courts; Director Breach thinks it's possible that it'll take about a year for all the forms to be loaded. He and his administrative supervisor will be in on the 8<sup>th</sup> to make sure things come over; if it goes well he anticipates only being here a few hours, however if not, they could be here all weekend. The week of go-live they will be open to the public but won't be scheduling anyone to come into their office in order to give the probation officers a chance to get up to speed on Odyssey and scrub any data and make sure all their cases are there and supervision levels are correct. He is also working to

get his department set-up with e-filing, this is how the courts and PA will interact with his department as far as providing paperwork; there will be a training for this next Monday. They had an incident yesterday where an offender attempted to bribe their PO not to violate them, he's reported the incident to the police as it is a felony. He has been working with HR to come up with an aptitude test for potential new hires. The pool of applicants has been decreasing and he believes an aptitude test would really help narrow the field of potential employees. He's been searching for a free program but so far hasn't found anything that would work and it may have to be something we pay for. He has one PO that will be graduating POST this Friday. There was recently a situation with the CMS payment, due to their billing cycle and the fiscal year dates we ended up paying for FY2018 from the FY2017 budget.

Ms. Catalano updated the Board on the following items: She has also been working with HR to revamp the hiring process that's currently in place. She has a vacant position right now and will be conducting interviews on Monday. Over the last few years she has had several good candidates for open positions and they've had very little turn-over but she is working with Director Baumgart and her generalist to review the process. She recently received 47 applicants for one open position but because she requires a bachelor's degree she was able to eliminate several applications. With Odyssey coming in October her department will also be impacted but only in regards to the filing of paperwork with the courts. Her administrative staff have already attended one training session and they have an in-house training coordinator going over the information again and sending employees to different trainings as needed just to make sure they're ready to go on October 10<sup>th</sup>. She has had two incidents over the past couple of years with juveniles who have become unruly and because of that she's always wanted to have cameras installed to enhance safety. Those cameras were installed in the last couple weeks and are visible in any of the common areas and high traffic areas; she believes it will help monitor the people coming in. They are having more kids coming in that are being charged as adults; right now they have 4 cases pending of juveniles motioned to be treated as adults. The Idaho Department of Juvenile Corrections has put together a committee of people who work with the Office of Performance Management who then advises legislature on systemic changes. There is finally a recognition of kids at the county probation level are also at the state level involved with health and welfare and right now the system is not really doing justice for the kids or the community so they are looking to improve how the system, and specifically how the state responds, and works with the county to improve that. They've had a couple meetings and it's been helpful in getting others at the state level to understand that the county can't be solely responsible for the kids when they commit a crime. When kids have been in the health and welfare system since they were small, health and welfare needs to look at them differently and simply because they commit a crime they shouldn't just do away with them and say that counties are responsible for them and that is what's happening in some of the cases. Health and welfare needs to do things different to manage those cases because the county is not going to do it alone. Ms. Catalano is hopeful something will be discussed at the upcoming legislature about this issue for our county but also statewide. The meeting concluded at 10:31 a.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING – REQUEST BY MIB NEWBY FAMILY TRUST FOR A CONDITIONAL REZONE, CASE NO. CR-PH2017-40

The Board met today at 1:31 p.m. to conduct a public hearing in the matter of a request by MIB Newby Family Trust for a conditional rezone, Case No. CR-PH2017-40. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, DSD Planner Deb Root, Todd Lakey, Ben Newby, and Deputy Clerk Monica Reeves. Deb Root gave the oral staff report. The applicant is requesting to conditionally rezone approximately 10 acres from “A” (Agricultural) to “CR-RR” (Conditionally Rezoned Rural Residential) subject to a development agreement that will restrict the property to one residential lot. The purpose is to obtain a building permit that does not currently exist as the property was divided not in accordance with the ordinance. They had gone through a conditional use permit but it was never commenced and therefore no building permit is available for the 10 acres. The applicants have stipulated to the residential permit being located in the northwest corner of the 10 acres and the balance will remain in agricultural production. The parcel will require platting as there are more than four on the original parcel. Staff is recommending approval of the request for a conditional rezone with a development agreement with the conditions as stated. Ms. Root said the applicant will ask the Board to remove the “cedar” from Condition No. 7 and replace it with “wood”, in regards to the type of sight obscuring fence that will be used. Staff has no objection to this request. Also Deputy P.A. Zach Wesley reviewed the conditions and asked that Conditions 5 and 6 be changed from stating *prior to commencement of development*, to *prior to obtaining a building permit for the property*, which better stipulates the commencement of timing of the requirement. Todd Lakey offered testimony on behalf of the applicants. In 2001 the property was part of a C.U.P. and two residential permits were available as a result of that. Back then Mr. Newby was not in a position to carry the project forward so the C.U.P. expired and that’s what brings us back today. Instead of two homes, they are looking to put one home on the northwest corner of the property. Regarding the fencing issue, Mr. Lakey said the neighbor came to the P&Z Commission hearing and the applicants agreed to install a fence using cedar but they would like the flexibility to use some other type of wood fence and still be consistent in character. Commissioner Dale is not in favor of requiring a fence on this farm property because after a while it will get weathered and blow down. Mr. Lakey said that’s up to the Board but the applicant is committed to doing that for the neighbor. Ben Newby testified that when they first bought the property some other people lived in the house and built a barn and that neighbor wanted him to split the cost of building a fence but he didn’t have a way to clean the ditch on the property so they decided to move the fence two feet onto the Newby property to allow space for the tractor tires to go down the ditch line. Mr. Newby has been cleaning the ditch for 20 years. Upon the motion of Commissioner Rule and the second by Commissioner White the Board voted unanimously to close public testimony. Commissioner Rule said fence issues should be solved between the parties involved not by County Commissioners. He also said fence costs are typically shared by the neighbors. Commissioner White made a motion to approve the request with the amendments to the Development Agreement, specifically for Conditions No. 5 and 6 which state the development shall comply with Idaho Transportation Department requirements prior to obtaining a building permit. Condition No. 7 will be removed. The motion was seconded by Commissioner Rule and carried unanimously. Commissioner Rule made a motion to approve

the Findings of Fact, Conclusions of Law, Conditions of Approval and Order, as amended. The motion was seconded by Commissioner White and carried unanimously. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to direct staff to prepare an ordinance and approve the development agreement with the recommended changes. The applicant will sign the development agreement. The Board will sign the written Findings, the development agreement, and the ordinance tomorrow at 11:30 a.m. The hearing concluded at 2:05 p.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 2:33 p.m. for a monthly meeting with the Solid Waste Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Solid Waste Director David Loper and Deputy Clerk Jenen Ross. Director Loper updated the Board on the following items: he recently met with Controller Wagoner to discuss tonnage rates and budget revenues, because of the winter we had it didn't look like the numbers would catch back up to FY2016. With the summer months, they are now on target to surpass FY2016 numbers. In July they were up about 7-8% in tonnage rates and in August they were up a little over 15%. For the end of FY2017 he is forecasting they'll be up 6-10% in tonnage over the previous fiscal year. In FY2016 they collected 247,000 tons and for FY2017 he is predicting 266-270 tons will be collected. Director Loper is continuing with the bio-solids pilot program. They've been taking Nampa's without any issues. They receive one load a day and a report is sent each week showing the percent of total solids that were brought in the previous week, this allows Director Loper to track what is easy to take care of and what is a little more problematic. They have taken anywhere from 14% to 45% wet material; the wetter material is slightly harder to deal with but nothing they can't handle. This week he has suspended Nampa's loads in order to try out Caldwell's to see how they handle; they will be handled the same way with just one load a day being delivered. At this point Mr. Loper is feeling pretty good about accepting the material but will continue to work with it. For future plans, although it doesn't seem to be problematic, he still does not want to take more than one load a day so he will work out an alternating schedule for Nampa and Caldwell deliveries. Some of the issues that could arise with accepting the bio-solids would include potentially more landfill gas issues because of the decomposition and the moisture, the stability of the fill and soft spots in the floors. At this point they are not seeing any issues, it's not impacting the operation once it's mixed in with the regular waste brought into the landfill. Director Loper is projecting an increase in revenue especially if a new fee structure is introduced in FY2018. In the new fee structure he would like to develop a 'special waste' category that would include things like concrete, large stumps, bio-solids and trailer-homes. Commissioners Dale and White would like to see an increased charge for accepting the bio-waste as both the Cities of Nampa and Caldwell are realizing a savings in having a closer drop-off location, Director Loper said that is something he will look into once the pilot program is complete. They are continuing to work with DEQ on the Tier One operating permit and the Title V air permit, the first milestone has been met by submitting the

operating application to DEQ. It is currently in the review process and they have requested a little more information from Director Loper but he doesn't feel it will be a big deal to get them the information they're requesting. A new scraper has been requested in the FY2018 budget, it's approximately an \$800,000 machine and they've been working with Western States Cat to purchase a new one. They are getting close to putting all the hours on the current machine so they are monitoring that closely to make sure they don't go over the buy-back guarantee hours allotted. Director Loper anticipates having the new machine mid-October. The expansion plan is moving forward in discussion with the consultants on that project and they are still trying to work thru the site certification boundary line. The first step will be to hire a 3<sup>rd</sup> party contractor to do the ground water monitoring and purchase the pumps to put in the wells for the monitoring. They will need 3-4 quarters of good, defensible data to submit to DEQ to show there is nothing going on in order to request an exemption for a liner. Additionally, they will need to do some core sample drilling to make sure they know the hydrology of whether they want to move the line or not. The Board would like to see the sampling done sooner rather than later as the regulations are not going to get more flexible. With the cost of the equipment that goes into each well Mr. Loper will have to find a better way to secure the wells that are outside his fenced boundary in the recreation area; he has had issues before with people getting into them even though they are locked up. September 28<sup>th</sup> is Pesticide Day, Farm and Agriculture is hosting the event but it will take place at the landfill. They promote to the farmers and usually receive large drums of pesticide. Last week he received a call from the Nampa police department letting him know they were investigating a crime regarding an illegal dump in a homicide case, however, after Mr. Loper notified Commissioner Dale of the phone call he received another call letting him know that the investigation had taken a different track and Mr. Loper did not think NPD would be out. The meeting concluded at 2:59 p.m. An audio recording is on file in the Commissioners' Office.

EIGHTH DAY OF THE SEPTEMBER TERM, A.D., 2017  
CALDWELL, IDAHO SEPTEMBER 20, 2017

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

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- CableWholesale.com in the amount of \$2107.55 for the Information Technology department
- Bulldog Shirts in the amount of \$1227.14 for the Development Services department
- Graybar in the amount of \$1736.40 for the Information Technology department

## INDIGENT DECISIONS

The Board met today at 8:50 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Indigent Services Director Yvonne Baker, Indigent Customer Service Specialists Robin Sneegas and Kelly Galloway, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to issue denials with a written decision to follow within the next 30 days for the following cases: 2017-1474, 2017-1511, 2017-1444, 2017-1450, 2017- 1471 2017-1508 2017-1457 2017-1449 2017-1458 2017-1333, 2017-1472, 2017- 1510, 2017-1507, 2017-1454, 2017-1456, 2017-1473, 2017-1448, 2017-1615, 2017-1506, 2017-1446, 2017-1445, 2017-1483, 2017-1447, and 2017-1452. The proceeding concluded at 8:52 a.m. An audio recording is on file in the Commissioners' Office.

## CONSIDER SIGNING SEPTEMBER 20, 2017 AGENDA ITEMS

The Board met today at 9:03 a.m. to consider signing this morning's agenda items. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, Deputy P.A. Allen Shoff, Deputy P.A. Zach Wesley, Captain Daren Ward, Controller Zach Wagoner, Chief Deputy Clerk Drew Maffei, Director of Court Operations Denise Kennel, Court Training and Dev. Manager Raena Bull, and Deputy Clerk Monica Reeves. The items were considered as follows:

***Consider Signing Amendment No. 3 to the Food Service Agreement with CBM Managed Services:*** Mike Porter said this is an annual amendment to the cost of CBM Managed Services providing food services in the jail. Captain Daren Ward said last year the repair and replacement amount was increased from 5 cents per tray to six cents per tray in order to cover the normal day-to-day costs but during the past year the dishwasher in the jail kitchen was replaced and the chemical costs went down significantly so now we need to lower the per tray cost to 5 cents. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to sign Amendment No. 3 to the Food Service Agreement with CBM Managed Services. (See Agreement No. 17-117.)

***Consider signing E-Payment Merchant Participation Agreement with Tyler Technologies:*** Allen Shoff said the agreement will allow the County to accept credit cards being used by individuals paying fines, fees, and court costs. The Supreme Court in 2015 concluded negotiations with Tyler Technologies to provide the Odyssey system to all judicial districts for the electronic filing systems. The minimal cost is zero. The hardware and the software are paid for by the state, not the counties and the processing fees are paid by the person paying the fines/fees. Tyler Technologies takes out their portion and a small portion goes to the Supreme Court and the remainder gets deposited to the account and it's dispersed from there. Controller Wagoner said there is no cost to the taxpayers, and in fact it's beneficial to the taxpayers and the court system because it helps to facilitate payments and bring more money into the court system. Upon the motion of Commissioner Rule and



the second by Commissioner White, the Board voted unanimously to sign the E-Payment Merchant Participation Agreement with Tyler Technologies. (See Agreement No. 17-118.)

The meeting concluded at 9:12 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION: CONSIDER PERSONNEL MATTER PURSUANT TO IDAHO CODE, SECTION 74-206(1) (A) AND (D): CANDIDATE EVALUATIONS FOR THE POSITION OF CHIEF PUBLIC DEFENDER

Commissioner White made a motion to go into Executive Session at 9:34 a.m. pursuant to Idaho Code, Section 74-206(1) (a) and (d) to consider a personnel matter, candidate evaluations for the position of Chief Public Defender. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Prosecutor Bryan Taylor, Deputy P.A. Zach Wesley, Deputy P.A. Mike Porter, Sheriff Kieran Donahue, HR Director Sue Baumgart, and Deputy Clerk Monica Reeves. The Board took a break at 10:40 a.m. and returned to session at 11:30 a.m. with the same parties present. The Board came out of Executive Session at 11:37 a.m. and Commissioner Dale said the Board will propose that a resolution be drafted appointing Aaron Bazzoli as the Chief Public Defender. Sam Laugheed said the Board did deliberate properly under Idaho Code, Section 74-206(1)(a), which allows for the consideration of hiring a public officer and it compared the relative merits of candidates for the position against each other. No decision was made but since there was a clear preference moving out of Executive Session that there would be a motion where the candidate is identified. Commissioner Rule made a motion to authorize the preparation of a resolution appointing Aaron Bazzoli as the Chief Public Defender. The motion was seconded by Commissioner White for discussion; she recognized there were four outstanding candidates who are very qualified and were thoroughly vetted and she is confident in the decision the Board has made. Commissioner Dale added that it was not an easy decision because of the high qualifications of all four candidates. The motion carried unanimously. Mr. Laugheed and Ms. Baumgart will prepare the resolution and communicate with all of the candidates. The discussion concluded at 11:41 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING THE FINDINGS OF FACT, CONCLUSIONS OF LAW, CONDITIONS OF APPROVAL AND ORDER; DEVELOPMENT AGREEMENT; AND ORDINANCE FOR MIB NEWBY FAMILY TRUST CONDITIONAL REZONE

The Board met today at 11:43 a.m. to consider signing the Findings of Fact, Conclusions of Law, Conditions of Approval and Order; a Development Agreement; and an Ordinance for the MIB Newby Family Trust conditional rezone request. Present were: Commissioners Tom Dale, Pam White and Steve Rule, and Deputy Clerk Monica Reeves. The Board held a hearing yesterday in the matter of a request by MIB Newby Family Trust for a conditional rezone

from an "A" (Agricultural) Zone to a "CR-RR" (Conditional Rezone-Rural Residential) Zone. As part of the Board's approval of the request, some language in the conditions was changed and staff was instructed to make the changes and bring the documents back today. Commissioner Rule made a motion to approve the Ordinance Directing Amendments to the Canyon County Zoning Map for the Newby Family Trust Conditional Rezone, Case No. CR-PH2017-40. The motion was seconded by Commissioner White and carried unanimously. (See Ordinance No. 17-015.) Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to approve the Findings of Fact, Conclusions of Law, Conditions of Approval and Order for MIB Newby Family Trust. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to approve the Development Agreement with MIB Newby Family Trust which reflects the wording changes in Conditions 5 and 6; and the deletion of Condition No. 7. (See Development Agreement 17-119.) The meeting concluded at 11:46 a.m. An audio recording is on file in the Commissioners' Office.

#### LUNCH MEETING WITH GEORGE NOURSE GUN RANGE ADVISORY BOARD

The Board met today at 12:15 p.m. for a lunch meeting with members of the George Nourse Gun Range Advisory Board. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Parks Director Nicki Schwend, Assistant Parks Director Kathy Kershner, Advisory Board members Bob Sobba, Cindy Pratt-Carrell and Jim Nuzzo, and Deputy Clerk Monica Reeves. Nicki Schwend said enforcement is a big issue because there have been heated arguments with armed individuals, which is what spurred this meeting. The Sheriff's Office will enforce law violations but they do not have the resources to have someone out there all the time. The Parks staff is there often to do repairs because there has been a lot of vandalism and it's become a dumping ground for appliances that are used for target practice. The goal is to raise the quality of the facility and step up the expectation and find out what the citizens want. Commissioner Dale said we want to get a broader range of visibility and perhaps have some organized competitions that elevate the awareness of the quality of the facility. Director Schwend said the range was not built to code, it's not more than a hillside with badly bulldozed lanes. Bob Sobba said he was part of the original plan to build the range and he believes it's a good asset. Jim Nuzzo said some of the gun stores are going to the range at 5:00 a.m. and holding lanes for people. Director Schwend said that's an issue because they are not supposed to be doing that without a permit and she doesn't want her non-deputized employees involved because safety is number one priority. Mr. Nuzzo said if there are issues at night we could install a gate and have someone drive out there to lock/unlock it, and we could replace the wooden stands with concrete. Cindy Pratt-Carrell said there are local firearms manufacturers who may be interested in building targets with their name on it or donating materials or time to promote the range in exchange for free advertising. Director Schwend said we can reach out to a few of them to see what companies are willing to do. Commissioner Rule suggested a modest budget line be included in the Parks Department budget for this purpose so the advisory board has some financial resources. Director Schwend said she has a few miscellaneous lines to start with for upgrades but she will keep the Board in the loop to make sure it's approved. Commissioner Rule said we can also utilize some money from the Facilities Department. Commissioner

White thanked the board members for giving their time. The advisory board will hold its first meeting on October 5. The meeting concluded at 1:03 p.m. No Board action was required or taken. An audio recording is on file in the Commissioners' Office.

NINTH DAY OF THE SEPTEMBER TERM, A.D., 2017  
CALDWELL, IDAHO SEPTEMBER 21, 2017

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

CONSIDER INDIGENT DECISIONS

The Board met today at 8:51 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Indigent Director Yvonne Baker, Hearing Generalist Kellie George and Deputy Clerk Jenen Ross. Ms. George said the following cases have met all the criteria for approval: 2017-587, 2017-1073 and 2017-1702. Upon the motion by Commissioner White and second by Commissioner Rule the Board voted unanimously to approve the cases as read into the record with a written decision to be issued within 30 days. Upon the motion of Commissioner Rule and second by Commissioner White the Board voted unanimously to issue denials for cases 2017-965 and 2017-1186 with a written decision to be issued within 30 days. Upon the motion of Commissioner White and second by Commissioner Rule the Board voted unanimously to issue a continuance to December 14, 2017 for case no. 2017-1115. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to issue a final denial for case no. 2017-1217 and an initial denial for case no. 2017-1374 with a written decision to be issued within 30 days. Upon the motion by Commissioner White and second by Commissioner Rule the Board voted unanimously to issue an amended initial approval for case no. 2017-761. The meeting concluded at 9:04 a.m. An audio recording is on file the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-698

The Board met today at 9:07 a.m. to conduct a medical indigency hearing for Case No. 2017-698. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, the applicant, the applicant's wife, Steven DeVille for St. Alphonsus, Attorney Bryan Nickels for St. Alphonsus and Deputy Clerk Jenen Ross. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to continue the case to December 14, 2017. The hearing concluded at 9:25 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-996

The Board met today at 9:29 a.m. to conduct a medical indigency hearing for Case No. 2017-996. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, the applicant, the applicant's husband, Michelle Davis for St. Luke's, Attorney Mark Peterson for St. Luke's and Deputy Clerk Jenen Ross. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to continue the case to January 11, 2018. The hearing concluded at 9:51 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-620

The Board met today at 9:55 a.m. to conduct a medical indigency hearing for Case No. 2017-620. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Michelle Davis for St. Luke's, Attorney Mark Peterson for St. Luke's and Deputy Clerk Jenen Ross. The applicant did not appear. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to continue the case to November 16, 2017. The hearing concluded at 10:04 a.m. An audio recording is on file in the Commissioners' Office.

#### EXECUTIVE SESSION – PERSONNEL MATTER AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

*Note for the record: As properly noticed the Board met today at 10:13 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter and to communicate with the County's risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:*

Commissioner Rule made a motion to go into Executive Session at 10:14 a.m. pursuant to Idaho Code, Section 74-206(1) (b) and (i). The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Mike Porter, Deputy P.A. David Eames, IT Director Greg Rast, and Deputy Clerk Monica Reeves. The Executive Session concluded at 10:42 a.m. with no decision being called for in open session.

TENTH DAY OF THE SEPTEMBER TERM, A.D., 2017  
CALDWELL, IDAHO SEPTEMBER 22, 2017

PRESENT: Commissioner Tom Dale, Chairman

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

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Western States CAT in the amount of \$391,666.53 for the Solid Waste department
- Hanson Janitorial Supply in the amount of \$15,783.40 for the Sheriff's Office

#### LEGAL STAFF UPDATE AND CONSIDER SIGNING SEPTEMBER 22, 2017 AGENDA ITEMS

The Board met today at 9:01 a.m. for a legal staff update and to consider signing the September 22, 2017 agenda items. Present were: Commissioners Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. David Eames, Deputy P.A. Zach Wesley, Lt. Ben Keyes, Chief Marv Dashiell, Indigent Services Director Yvonne Baker, Shawna Larson from the Auditor's Office, and Deputy Clerk Monica Reeves. The items were considered as follows:

***Consider signing Agreement with Hakim Hazim for Provision of Mentoring for Juvenile Offenders:*** Mr. Eames said Mr. Hazim has been a qualified and excellent mentor, according to Chief Probation Officer Elda Catalano, and he has not had a raise in his hourly rate in eight years. When the Board previously considered this agreement he was proposing a 20% raise from \$40 per hour to \$50 per hour and Commissioner Rule had some issues with that so Ms. Catalano renegotiated and the new rate is now \$45 per hour. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the agreement with Hakim Hazim for FY2018. (See Agreement No. 17-124).

***Consider signing Agreement with Jorge Reyes for Provision of Individual and Family Counseling for Juvenile Offenders and Their Families:*** Mr. Eames said it's the same as last year's contract other than Mr. Reyes is no longer going to do the after care. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the agreement with Jorge Reyes for FY2018. (See Agreement No. 17-122).

***Consider signing Agreement with Rita Fell for Provision of Individual and Family Counseling for Juvenile Offenders and Their Families:*** This is the same contract as last year. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the agreement with Rita Fell for FY2018. (See Agreement No. 17-123).

***Consider signing IPSCC Grant Award-E911 System:*** Chief Dashiell said several years ago the County entered into an agreement with the State to add the extra 25-cent (25¢) surcharge for E-911 which goes into the Idaho Public Safety Communications System and allows the counties that contribute to the fund the opportunity to request grant funding. We applied for funding to replace and upgrade our computers and monitors in the dispatch center and

we were awarded \$88,922.40. Sam Laugheed said the Controller is aware of the grant which has the same conditions we've had in the past and there will be no problem with complying with the conditions. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the IPSCC Grant Award for the E911 System.

***Consider signing notice of intent award of bid for the Canyon County Sheriff's Office 2017 Enforcement Series Welded Jet Boat:*** David Eames said last week we received two bids for a welded jet boat and one was significantly cheaper and gave us better trade-in value for the two boats and so in discussions with Lt. Keyes we are going with that bid. Lt. Keyes said Custom Weld has built four jet boats for Canyon County and he has been very happy with them. Mr. Eames said this comes from grant funding and the County's matching portion will be the two trade-in boats. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the notice of intent award of bid for CCSO 2017 Enforcement Series Welded Jet Boat.

As part of the legal staff update the Board went into Executive Session as follows:

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

Commissioner Rule made a motion to go into Executive Session at 9:11 a.m. pursuant to Idaho Code, Section 74-206(1) (d) and (f) discuss records exempt from public disclosure and attorney-client communication, and to communicate with legal counsel regarding pending/imminently likely litigation. The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule and White voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. David Eames, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:28 a.m. with no decision being called for in open session.

An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

CONSIDER SIGNING INDEPENDENT CONTRACTOR AGREEMENTS WITH MERCEDES LUPERCIO AND WILL BROWNING FOR INDIGENT SERVICES

The Board met today at 9:31 a.m. to consider signing Independent Contractor Agreements with Mercedes Lupercio and Will Browning for indigent services. Present were: Commissioners Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, and Deputy Clerk Monica Reeves. David Eames said we haven't had contracts with the interpreters who help in medical indigency cases but these documents will be the first to make it official. It's the same rate they've had for years, \$30 per hour plus mileage. Ms. Lupercio provides Spanish interpreter services and Mr. Browning provides Spanish and French interpreter services. Upon the motion of Commissioner Rule and the

second by Commissioner White, the Board voted unanimously to sign the Independent Contractor Agreement with Mercedes Lupercio and Will Browning for Indigent Services. (See Agreement Nos. 17-120 and 17-121.) The meeting concluded at 9:34 a.m. An audio recording is on file in the Commissioners' Office.

#### CONSIDER RESOLUTION APPOINTING AARON BAZZOLI AS THE CHIEF PUBLIC DEFENDER

The Board met today at 11:03 a.m. to consider a resolution appointing Aaron Bazzoli as the Chief Public Defender. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Aaron Bazzoli, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, Deputy P.A. Zach Wesley, PD Office Manager Deepak Budwani, TCA Doug Tyler, HR Director Sue Baumgart, and Deputy Clerk Monica Reeves. Sam Laugheed reviewed the resolution and said there is no legal reason not to move forward with it. Commissioner Dale said we had a broad spectrum of opinions expressed throughout the process and he's confident we have selected a great man to fill the position and will move forward with the goals and desires of the Public Defender Department to satisfy the constitutional requirement of protecting the rights of people. Commissioner White congratulated Mr. Bazzoli on his appointment. Commissioner Rule said he could stay the course with Krista Howard just fine; however, he felt there was an applicant who had an excellent background and more experience in a broader sense and was more qualified at this selection process. Commissioner White made a motion to sign the resolution appointing Aaron J. Bazzoli to the position of Chief Public Defender. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners White, Rule and Dale voting in favor. The motion carried unanimously. (See Resolution No. 17-161.) The first day of employment will be October 10. Mr. Bazzoli said he looks forward to working with the Board and assuaging the concerns, and he said we need to address the overstepping of the bounds of the PDC and what they are going to attempt to do. The meeting concluded at 11:09 a.m. An audio recording is on file the Commissioners' Office.

ELEVENTH DAY OF THE SEPTEMBER TERM, A.D., 2017  
CALDWELL, IDAHO SEPTEMBER 25, 2017

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

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

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

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- D&A Door and Specialties in the amount of \$3678.00 for the Indigent Services department
- Caldwell Glass in the amount of \$5371.56 for the Indigent Services department
- R&H Wholesale Supply Inc. in the amount of \$352.80 for the Indigent Services department
- Henricksen Butler in the amount of \$2716.72 for the Prosecution Attorney's Office

#### FILE IN MINUTES

The Board filed the Treasurer's Monthly report for August 2017 in today's minutes.

#### COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:30 a.m. for an office staff meeting. Present were: Commissioners Tom Dale and Steve Rule, PIO Joe Decker, Deputy Clerk Jenen Ross, Sr. Administrative Specialist Jamie Miller, and Deputy Clerk Monica Reeves. The Board reviewed this week's schedule with staff. Joe Decker reported on the following communication issues: site pay, which is what people use to pay traffic tickets, fines and post bonds, is going away on Friday so the links on our website will be removed and a new link will be put up after Columbus Day as part of the courts' switchover from ISTARs to Odyssey; he will prepare a proclamation for domestic violence month, which is October, he will reach out to Aaron Bazzoli about doing a media release on his appointment as Chief Public Defender; he is working on a press release on the increase in agricultural land; he will assist the election's office with a training video for the upcoming election; he will post the 4-H proclamation on the website; a television crew from Crime Watch Daily interviewed the Sheriff about the Mike Bollinger case as part of the unsolved mystery program which will air in 285 cities nationwide; another group from the Oxygen Network is doing something similar so he will work with Sheriff's Office on that; and he will send another email regarding the employee appreciation luncheon. The meeting concluded at 8:42 a.m. An audio recording is on file in the Commissioners' Office.

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

*Note for the record: As properly noticed the Board met today at 9:01 a.m. for a legal staff update. A request was made to go into Executive Session to discuss records exempt from public disclosure and attorney-client communication, and to communicate with legal counsel regarding pending/imminently likely litigation. The Executive Session was held as follows:* Commissioner Rule made a motion to go into Executive Session at 9:02 a.m. pursuant to Idaho Code, Section 74-206(1) (d) and (f). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Rule and Dale voting in favor



of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Zach Wesley, Deputy P.A. Brad Goodsell, DSD Director Tricia Nilsson, Chief Deputy Assessor Joe Cox, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:21 a.m. While in open session Commissioner Rule made a motion to amend his earlier motion to go into Executive Session to include Section 74-206(1) (b) to discuss a personnel matter. The motion was seconded by Commissioner Dale and carried unanimously.

#### CONSIDER APPROVING FY2018 SALARY RATES AND CONSIDER SETTING TAX YEAR 2017 LEVY RATES

The Board met today at 10:16 a.m. to consider approving the FY2018 salary rates and to consider setting tax year 2017 levy rates. Present were: Commissioners Tom Dale and Steve Rule, Controller Zach Wagoner, Shawna Larson from the Auditor's Office, Chief Deputy Assessor Joe Cox, IT Director Greg Rast, Assistant IT Director Eric Jensen, PD Office Manager Deepak Budwani, and Deputy Clerk Monica Reeves. Zach Wagoner said during the development of the budget there was a continuation of the compensation plan and the dollar amounts for the plan were included in the FY2018 budget. He prepared a document for the Board that contains the fulltime employees for the County, their effective salary rates for FY2018 and any one-time equity adjustment payments. The rates are effective as of today. Commissioner Rule said he is against salary increases for the elected officials but he does not want to get in the way of the employees so he made a motion to approve the salary amounts with the effective starting dates by resolution. The motion was seconded by Commissioner Dale and carried unanimously. (See Resolution No. 17-162.) Mr. Wagoner also presented the levy rate resolution and said all taxing districts in Canyon County submit their property tax budget requests to the Clerk and they have been reviewed and the tax levy rates have been calculated and are included in the document presented today. Commissioner Rule made a motion to sign the resolution setting the levy rates for tax year 2017. The motion was seconded by Commissioner Dale and carried unanimously. (See Resolution No. 17-163.) The meeting concluded at 10:21 a.m. An audio recording is on file in the Commissioners' Office.

#### TWELFTH DAY OF THE SEPTEMBER TERM, A.D., 2017 CALDWELL, IDAHO SEPTEMBER 26, 2017

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

No meetings scheduled – Commissioners Dale and Rule attended the IAC Conference

#### THIRTEENTH DAY OF THE SEPTEMBER TERM, A.D., 2017

CALDWELL, IDAHO SEPTEMBER 27, 2017

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

No meetings scheduled – Commissioners Dale and Rule attended the IAC Conference

FOURTEENTH DAY OF THE SEPTEMBER TERM, A.D., 2017  
CALDWELL, IDAHO SEPTEMBER 28, 2017

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

APPROVED CLAIMS ORDER NO. 1726

The Board of Commissioners approved payment of County claims in the amount of \$1,542,963.35 for a County payroll.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Best Buy for Business in the amount of \$4079.84 for the Information Technology department

APPROVED THE JULY 2017 TERM COMMISSIONER PROCEEDINGS AND SYNOPSIS

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

CONSIDER SIGNING NOTICE OF INTENT TO AWARD CONTRACT FOR THE 2017 REQUEST FOR PROPOSALS FOR CANYON COUNTY POLLING PLACES COMPLIANCE SURVEYING, AND CONSIDER SIGNING SETTLEMENT AGREEMENT BETWEEN CANYON COUNTY AND TRACEY BRIGHT

The Board met today at 9:03 a.m. to consider signing a notice of intent to award the contract for the 2017 Request for Proposals for the Canyon County Polling Places Compliance Surveying Project, and to consider signing a settlement agreement between Canyon County and Tracey Bright. Present were: Commissioners Pam White and Steve Rule, Deputy P.A. Zach Wesley, Deputy P.A. Mike Porter, and Deputy Clerk Monica Reeves. Mike Porter said the notice of intent to award the contract for the polling places compliance surveying RFP will be pushed to October 12 to allow more time to review the proposals and meet with the Clerk. Zach Wesley said the settlement agreement with Tracey Bright comes to the Board from the Parks Department and is related to a damaged fence that will be repaired by Mr. Bright. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the settlement agreement with Tracey Bright. (See Agreement No. 17-125.) The meeting concluded at 9:06 a.m. An audio recording is on file in the Commissioners' Office.

FIFTEENTH DAY OF THE SEPTEMBER TERM, A.D., 2017  
CALDWELL, IDAHO SEPTEMBER 29, 2017

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

#### APPROVED CLAIMS ORDER NO. 9-29-17

The Board of Commissioners approved payment of County claims in the amount of \$111,081.69, \$75,873.06, \$32,240.71 and \$67,249.34 for accounts payable.

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Journal Technologies, Inc. in the amount of \$64,197.00 for the Public Defender

#### APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Goodwood Barbecue Company to be used 10/7/17 for a wedding.

LEGAL STAFF UPDATE; CONSIDER SIGNING INDEPENDENT CONTRACTOR AGREEMENT WITH TOM BICAK; AND RATIFY THE SEPTEMBER 22, 2017 SIGNING OF THE FY2018 AGREEMENTS WITH HAKIM HAZIM AND JORGE REYES

The Board met today at 9:03 a.m. for a legal staff update, and to consider the independent contractor agreement with Tom Bicak, and to ratify the September 22, 2017 signing of the FY2018 agreements with Hakim Hazim and Jorge Reyes. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley, Deputy P.A. Mike Porter, Deputy Brad Goodsell, and Deputy Clerk Monica Reeves. Sam Laugheed said the agreements for the provision of individual and family counselling for juvenile offenders and families with Jorge Reyes, and the provision of mentoring for juvenile offenders with Hakim Hazim were on with a series of agreements the Board signed last week and they were listed on the calendar but not on the actual agenda so we need to ratify the signing of those two agreements. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to ratify the September 22, 2017 approval of the agreements with Jorge Reyes and Hakim Hazim. (See Agreement Nos. 17-122 and 17-124, which are on file with the 9-22-17 minutes.) Brad Goodsell said the proposed consultant agreement with Tom Bicak is to do the work of completing a brownsfield grant application for the cleanup of the Anderson Corner property. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the independent contractor agreement with Tom Bicak. (See Agreement No. 17-126.) As part of the legal staff update, Mike Porter said the campus security consultant committee has met and reviewed the proposals that were updated with the two finalists in the RFP process. Jensen and Triad received an invitation to 1) identify prices for each component of the courthouse and the campuses surrounding it, and 2) to articulate what they would do for the County for the money they would charge. After review it looks like both responses came back with lower prices and gave a good indication of what the six components would cost so we could prioritize them. The committee has a recommendation and a letter to the Board will be forthcoming in the next day or two. Commissioner Dale asked about the grant letter regarding I-84 that is scheduled for later this morning and because the attorneys had some legal advice for the Board and related discussion they went into Executive Session as follows:

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

Commissioner Rule made a motion to go into Executive Session at 9:09 a.m. pursuant to Idaho Code, Section 74-206(1) (d) to discuss records exempt from public disclosure and attorney-client communication. The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley, Deputy P.A. Mike Porter, Deputy Brad Goodsell, and Deputy Clerk Monica Reeves-. The Executive Session concluded at 9:23 a.m. with no decision being called for in open session.

An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

CONSIDER SIGNING PROCLAMATION TO DECLARE OCTOBER 1-7, 2017 AS NATIONAL 4-H WEEK IN CANYON COUNTY, AND CONSIDER RESOLUTIONS ISSUING REFUNDS TO JONATHAN AND CINDY POOT AND AMANDA DRAPER

The Board met today at 9:33 a.m. to consider signing a proclamation to declare October 1-7, 2017 as National 4-H Week in Canyon County and to consider resolutions issuing refunds to Jonathan and Cindy Poot, and Amanda Draper. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Tina Holmquist, Carrie Johnson, PIO Joe Decker, and Deputy Clerk Monica Reeves. The proclamation is for a nationwide event where counties across the country celebrate with open houses and events. The extension office will host a national youth science day experiment with the idea of introducing kids to science in general and they will arrange an outdoor day by the Caldwell gun club where kids can try archery, shotgun, rifle, and fishing. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the proclamation declaring October 1 -7 as National 4-H Week in Canyon County. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to issue a refund of \$2,330 to Jonathan and Cindy Poot for a building permit. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to sign the resolution issuing a refund of \$300 to Amanda Draper for a change to a recorded plat. (See Resolution Nos. 17-164 and 17-165.) The meeting concluded at 9:38 a.m. An audio recording is on file in the Commissioners' Office.

CONTINUE PUBLIC HEARING RE: A REQUEST BY BARRY BUTLER FOR A PRELIMINARY PLAT AND FINAL PLAT FOR WILLIS SUBDIVISION, CASE NO. PH2017-24

The Board met today at 10:16 a.m. to go on the record to continue the hearing in the matter of a request by Barry Butler for a preliminary plat and final plat for Willis Subdivision, Case No. PH2017-24. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Planner Jennifer Almeida, and Deputy Clerk Monica Reeves. The hearing was scheduled for today, but according to Ms. Almeida the applicant needs additional time to complete some items. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to continue the hearing to October 16, 2017 at 11:00 a.m. The proceeding concluded at 10:17 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING PERSONNEL RESOLUTIONS FOR THE ELECTIONS DEPARTMENT, SHERIFF'S OFFICE, CLERK OF THE COURT DEPARTMENT, AND THE INDIGENT SERVICES DEPARTMENT

The Board met today at 10:18 a.m. to consider signing personnel resolutions for the Elections Department, Sheriff's Office, Clerk of the Court Department, and the Indigent Services Department. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy Sheriff Marv Dashiell, Controller Zach Wagoner, Chief Deputy Clerk Drew Maffei, Director of Court Operations Denise Kennel, Indigent Services Director Yvonne Baker, HR

Generalist Cindy Lorta, Senior HR Generalist Ellen Cahalan, and Deputy Clerk Monica Reeves. The items were considered as follows:

***Consider signing a resolution to adopt the changes to the titles and salary ranges of two (2) positions in the Elections Department:*** Drew Maffei said they are looking at a title change to better fit the position so they want to go from a senior customer service specialist to an elections specialist. It includes the new salary range from the compensation study. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to adopt the changes to the titles and salary ranges of two positions in the Elections Department. (See Resolution No. 17-166.)

***Consider signing a resolution to approve the title, job description and salary of one position in the Sheriff's Office:*** Chief Dashiell said in working with their technologies unit they found that when someone is on leave they struggle to maintain the activities with the records/jail/Spillman CAD system so they're asking to take an existing deputy sheriff position from the field service division and transfer it to a data analyst technician position. The range falls to the midpoint of a deputy sheriff and is an increase in what they currently have by \$16,000. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to approve the title, job description and salary of one position (for a data analyst tech) in the Sheriff's Office. (See Resolution No. 17-168.)

***Consider signing a resolution to adopt the changes to the title and salary range of one (1) position and the title, job description, and salary range of one (1) position in the Clerk of the Court Department:*** Denise Kennel said they want to change a court support services clerk to a court clerk IV, and to change a court support services clerk to a court imaging specialist. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to sign the resolution to adopt the changes to the title, salary range for a court clerk IV, and to adopt the title, job description and salary range for a court imaging specialist. (See Resolution No. 17-167.)

***Consider signing a resolution to adopt the changes to the job title, job description and salary range of nine positions in the Indigent Services Department:*** Yvonne Baker said five positions will change from senior indigent interview specialists to case managers, indigent services; one position will change from a financial specialist to a financial specialist, indigent services; and two positions will change from indigent customer service specialists to customer service specialists, indigent services; and the job description for the director of indigent services will be changed to reflect that the position no longer performs office relations services (something the previous director provided by mediating disputes within the Clerk's organization). Zach Wagoner said this action has made the job descriptions much more reflective of what's actually being done. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to adopt the changes to the job title, job description and salary range of nine (9) positions in the Indigent Services Department. (See Resolution No. 17-169.)

The meeting concluded at 10:26 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER A LETTER OF COMMITMENT FOR AN ITD INFRA GRANT FOR INTERSTATE 84

The Board met today at 10:47 a.m. to consider a letter of commitment for an ITD grant for Interstate 84. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Brad Goodsell, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. Brad Goodsell said the grant is for I-84 Karcher Interchange to Franklin Blvd improvements, however, if they do not get the grant then the money would go to the environmental study for I-84 Karcher to the Caldwell city limits. There are two different stretches and that is reflected in the proposed letter. Zach Wagoner said there is nothing specifically for this project in the budget but there are funds available to pay the contribution of \$125,000 should the Board choose to go that direction. Commissioner Rule said this continues to one of the biggest traffic problems in Canyon County and he fully supports the effort; he then made a motion to sign the letter of commitment of an ITD Infra Grant for Interstate 84. The motion was seconded by Commissioner White who said improvements need to be made as far west as possible and it needs to be three lanes on each side. Commissioner Dale said it's very likely we will see the improvement from Karcher to Franklin, but one of the chief obstacles to moving further west was the lack of an environmental study which has to be completed before any expansion can be done, but he has a hard time understanding that because we're going to be expanding into an existing easement of a roadway that's been there for numerous years so it seems to be a total waste of money. We need to do whatever we can to push the expansion of the freeway all the way through Caldwell. A copy of the letter to U.S. Secretary Elaine Chao of the U.S. Department of Transportation (via email to COMPASS.) The meeting concluded at 10:51 a.m. An audio recording is on file in the Commissioners' Office.

SIXTEENTH DAY OF THE SEPTEMBER TERM, A.D., 2017  
CALDWELL, IDAHO OCTOBER 2, 2017

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

#### APPROVED CLAIMS ORDER NO. 10-3-17

The Board of Commissioners approved payment of County claims in the amount of \$421.50 for accounts payable.

#### APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for O'Michael's Pub & Grill to be used 10/7/17 for a wedding.

#### COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:30 a.m. for an office staff meeting. Present were: Commissioners Tom Dale, Pam White and Steve Rule, PIO Joe Decker, Deputy Clerk Jenen Ross, Sr. Administrative Specialist Jamie Miller, and Deputy Clerk Monica Reeves. The Board reviewed this week's schedule with staff. Mr. Decker reported on the following communication issues: a domestic violence awareness press conference will be held today; early voting will begin for the November 7 election, which he shot training videos for and will be finalized this week; Lt. Schorzman asked him to send out a press release regarding extreme weather spotters; the Prosecutor's Office is going to recognize the Executive Director of the Board of Community Guardians in November for 30 years of service; and he is working on the ag land press release. The Board will give the following days as employee appreciation days: Friday, November 24; Friday, December 22; and Tuesday, December 26. Any employees required to work those days will be entitled to arrange with their supervisor for different substitute days off. The meeting concluded at 8:40 a.m. An audio recording is on file in the Commissioners' Office.

#### CONSIDER SIGNING OCTOBER 2, 2017 AGENDA ITEMS

The Board met today at 9:01 a.m. to consider signing several items that were scheduled for this morning at 9:00 a.m. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Allen Shoff, Deputy P.A. David Eames, Chief Deputy Clerk Drew Maffei, Controller Zach Wagoner, Cassie Whitney from the Elections Office, and Deputy Clerk Monica Reeves. Clerk Chris Yamamoto arrived 9:30 a.m. The items were considered as follows:

The Board met today at 9:01 a.m. to consider signing several items that were scheduled for this morning at 9:00 a.m. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Allen Shoff, Deputy P.A. David Eames, Chief Deputy Clerk Drew Maffei, Controller Zach Wagoner, Cassie Whitney from the Elections Office, and Deputy Clerk Monica Reeves. Clerk Chris Yamamoto arrived 9:30 a.m. The items were considered as follows:

***Resolution Classifying Records of the Clerk and Authorizing the Imaging and/or Destruction of Certain Files/Records:*** It pertains to election records, including poll books, voted ballots and test deck, un-voted ballots, and affidavit envelopes. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to sign the resolution Classifying Records of the Clerk and Authorizing the Imaging and/or Destruction of them. (See Resolution 17-171.)

***Consider signing Legal Notice for Entering into Personal Services Contracts for Juvenile Offender Mentors / Counselors, Inmate Legal Consultation, Interim Deputy Public Defender, Designated Examiner Evaluations, Dental Health Services, and Court Interpreters:*** This is for numerous contracts that have already been signed or that have automatically renewed and we are doing a notice because each could potentially cost the County more than \$10,000 during the fiscal year. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the notice.



**Consider signing 2015 State Homeland Security Grant Adjustment Notice, and a 2017 State Homeland Security Grant:** One document is for the new 2017 grant in the amount of \$246,742 and the other is the closing of the 2015 grant. Lt. Schorzman said this is an annual 100% funded grant. It is for the entire county so a lot of the projects will be for different members. We do a lot for SWAT teams, swift water rescue teams, the emergency operation center, so the 2015 grant we used all the money except for 90 cents which will go back into the statewide pool. He will provide a list of projects to the Board for 2015 and 2016. For 2017 the projects include: \$7,000 for coplink dues; \$7,000 for Nampa PSAP; \$20,000 for training and exercise; \$150,000 to purchase portable radios; purchase improved first aid kits; \$8,000 for tactical level 3 vests; \$15,000 to update the all hazard mitigation plan; \$25,000 to purchase tactical vests and helmets for medics assigned to SWAT teams; \$5,242 for the purchase of replacement batteries and miscellaneous parts for radios; and \$6,000 for tools for SWAT. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the 2015 State Homeland Security Grant Adjustment Notice, and the 2017 State Homeland Security Grant.

**Consider signing Engineering Agreement with SPF Water Engineering for well at Celebration Park:** David Eames said in August the engineer let us know he couldn't finish the project so after consulting with Paul Navarro they got estimates from several engineering firms to finish the project and they felt like SPF Water gave the best price and were the most qualified. The amount quoted is between \$7,000 and \$8,500 to finish the engineering. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to the Engineering Agreement with SPF Water Engineering for a well at Celebration Park. (See Agreement No. 17-127.)

**Consider signing Resolution to adopt a Canyon County Fund Balance Policy:** Zach Wagoner said the Government Accounting Standards Board (GASB) recommends that governments have a formal fund balance policy in place. Fund balance is the financial position of a government at a certain moment in time; it is the financial bedrock foundation of financial stability, security and financial flexibility and gives the ability to respond to emergency situations or changes in funding so it's important we have an adequate appropriate amount of fund balance. There are five different classifications:

- Non-spendable fund balance would be anything like a prepaid amount such as service agreements that are paid in advance.
- Restricted fund balance would be monies that are restricted by legislation or if we had a bond; their use is very narrow.
- Committed fund balance are amounts that can only be used for specific purposes as imposed by formal written action of the Board.
- Assigned fund balance represents amounts that are constrained by the County's intent to be used for specific purposes.
- Unassigned fund balance is anything that is not non-spendable, restricted, committed or assigned. It is available for any purpose. Only the general fund can have unassigned fund balance.

It is the County's policy that when restricted fund balance is available to pay expenditures restricted fund balance is used first. To preserve and protect the financial health of Canyon County the policy states that the unassigned fund balance amount should be 33% of the

previous fiscal year's total general fund expenditures. This level allows the financial independence and self-reliance to address and respond to any unanticipated events or changes in economic conditions. If the fund balance may decrease to a level below 33% it is the County's policy that a majority of the Board formally agree in an open meeting as to the necessity of expense and the application of unassigned fund balance and if it falls below 33% the County shall take necessary action as soon as reasonably possible to restore it to 33%. In conjunction with the County's annual budget process the Auditor shall provide the Board an estimate of the upcoming fiscal year end unassigned fund balance amount; it appears that our Fiscal Year 2017 unassigned fund balance amount for our general fund will be 45% of annual expenditures. The authority to assign, modify or rescind assigned fund balance amounts within the general fund resides with the Board. In the other special revenue funds where those monies are already assigned to a certain purpose the authority to report those amounts as assigned resides with the Auditor in conjunction with the annual financial report. Commissioner Rule asked what government code says 33% is the right number. Controller Wagoner said there is no government code that requires a specific number. Commissioner Rule spoke about his mistrust of information from the Clerk's Office pertaining to fund balance because in the past the Board was told there was \$36 million in fund balance and that's how the \$15 million jail addition got going. He said there's a new study being done that shows we need \$150 million or \$250 million to build a new jail but in his opinion a bond that is in excess of \$50-\$60 million will fail and someday the Board will get back to saying we should create a construction line and try to save enough money to build a jail or get the public to bond for a balance of the jail. If this policy is put in place it will hamstring future Boards from creating a fund balance greater than 33%. Controller Wagoner said that amount gives us financial freedom and we have a broad scope of responsibility with over 200,000 residents in this County and we need to be financially prepared to assist in the event of an emergency situation. Additionally, as we went through the budget process we've had some expenditures that have greatly increased in our indigent fund and we were able to use some of the excess fund balance to provide property tax relief so that's another example of how we can use fund balance when it's an adequate amount to benefit the public. Commissioner Dale said it appears this policy states the 33% is a target but the Board has total authority to adjust that as needed. Sam Laugheed said that was one of the intentions of it being drafted this way; it sets how it happens, how it's committed, and how it's assigned, and that we strive for the 33%. Commissioner Rule said if we can go under and over that 33% amount then what are we really accomplishing with the policy. Mr. Laugheed said he understands Commissioner Rule's concern, but this provides for and memorializes the process. The number is discretionary and can be higher or lower. Commissioner Rule said there are other governmental entities that go down to 10% and others that are near 40% so if you're trying to prepare for a disaster, or building a jail, or buying real estate, this policy isn't necessary at all. Commissioner White said the City of Nampa had a 25% policy for fund balance and she believes a policy is vital because it gives guidance and a defensible discussion when people ask how something happened. Commissioner Dale said we have progressed beyond doing things on a handshake and verbal agreement and we need to put things in writing for the protection of the County's money. He believes in written policies and does not see how this constrains the Board from setting a number. We have an elected official and professionals who are advising us that for the County's type of work we should aim for 33%. The number is a target and is flexible and future Boards can adjust it. It's not creating more government,

it's helping define how government works. Clerk Yamamoto said 33% is a number we shouldn't drop below unless there's a really good reason; the other side of that is government should not be in the business of piling up mountains of cash. With 33% we are not sitting on too much, we are sitting on a minimum level. In regards to what other entities are doing, he said it's all over the board and a lot of time it is phony because they are doing things with their accounting to assign here and there that they don't include in their fund balance and there are some entities in this valley that are sitting on 100% based on the way they do their accounting. According to Clerk Yamamoto, the Treasurer would like to see a number of 50%. Commissioner White asked that the first line of the policy be stated as follows: "*This policy is designed to clearly articulate the definition of fund balance.*" There was discussion of some other ministerial changes as well in order to make clear statements. Mr. Laugheed will make the changes as discussed. Commissioner White made a motion to sign the resolution adopting the Canyon County Fund Balance Policy. The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners White and Dale voting in favor and Commissioner Rule voting against. The motion carried by two-to-one split vote with Commissioner Rule casting the only dissenting vote. (See Resolution No. 17-172.) The meeting concluded at 9:48 a.m. An audio recording is on file in the Commissioners' Office.

#### MEETING TO CONSIDER APPROVING POLLING LOCATIONS FOR THE NOVEMBER 7TH ELECTION

The Board met today at 9:49 a.m. to consider approving polling locations for the November 7, 2017 election. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Chief Deputy Clerk Drew Maffei, Cassie Whitney from the Elections Office, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner White the Board voted unanimously to approve the polling locations for the November 7<sup>th</sup> election. A complete list of the polling place by precinct location is on file with this day's minute entry. The meeting concluded at 9:53 a.m.

#### CONSIDER SIGNING PROCLAMATION FOR DOMESTIC VIOLENCE AWARENESS MONTH

The Board met today at 10:30 a.m. to consider a signing a proclamation for domestic violence awareness month. Present were: Commissioners Tom Dale and Pam White, Kim Deugan, other interested citizens, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to sign the proclamation for domestic violence awareness month. A press conference will follow this morning at 11:00 a.m. in the public meeting room of the Administration Building. The meeting concluded at 10:33 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING FINAL DECISIONS IN THE MATTER OF THE CONDITIONAL REZONE REQUEST FOR TREASURE VALLEY RENEWABLES, LLC, CASE NO. PH2016-56, AS WELL AS THE APPEAL BY TREASURE VALLEY RENEWABLES, LLC, FOR A PLANNED UNIT DEVELOPMENT, CASE NO. PH2016-71

The Board met today at 1:33 p.m. to consider signing final decisions in the matter of a conditional rezone request by Treasure Valley Renewables, LLC, Case No. PH2016-56, as well as the appeal by Treasure Valley Renewables, LLC, for a Planned Unit Development (PUD), Case No. PH2016-71. Present were: Commissioners Tom Dale and Pam White, DSD Director Tricia Nilsson, DSD Planner Jennifer Almeida, interested persons, and Deputy Clerk Monica Reeves. This matter came before the Board previously and Commissioners Dale and Rule voted to approve while Commissioner White was opposed to the motion to approve. Commissioner Rule was not present for today's meeting. Jennifer Almeida said the Findings of Fact and Conclusions of Law that are before the Board today reflect the decisions that were made in regards to the conditional rezone held on April 4, 2017 as well as the PUD appeal that was heard on June 5, 2017. The Prosecutor's Office has reviewed the development agreement and the Findings of Fact and Conclusions of Law and approved them for the Board's consideration. Commissioner Dale said there were a few conditions that were added to the development agreement and he asked if the Board has staff's assurance that all of those have been accomplished. Ms. Almeida said the conditions have been added and were reviewed for accuracy by the Prosecutor's Office. Commissioner White said this process has been lengthy and has been before the Board a number of times and it's very apparent that it is approved and is moving forward. All of her reasons, prior to today's meeting, are on the record but she understands that a delay would not be prudent to staff or to the applicants and seeing that Commissioner Rule is not present today for this process she will make a motion to approve the Findings of Fact, Conclusions of Law and Order regarding the conditional rezone for Treasure Valley Renewables, Case No. PH2016-56. The motion was seconded by Commissioner Dale and carried unanimously. Commissioner White made a motion to approve the ordinance directing the change to the official zoning map for Treasure Valley Renewables, LLC, Case No. PH2016-56. The motion was seconded by Commissioner Dale and carried unanimously. (See Ordinance No. 17-016.) Commissioner White made a motion to approve the Findings of Fact, Conclusions of Law and Order regarding the Planned Unit Development appeal, Case No. PH2016-71. The motion was seconded by Commissioner Dale and carried unanimously. Commissioner White made a motion to approve the Development Agreement for the conditional rezone and the PUD for Case Nos. PH2016-56 & PH2016-71. The motion was seconded by Commissioner Dale and carried unanimously. (See Agreement No. 17-128.) Commissioner White encouraged the applicant to work with the Parma Fire Department so they know the scope and size of the project and can make sure they have adequate plans in place. The applicant representative who was present today indicated they will work with the fire department because they need their approval for various safety aspects of the project. The meeting concluded 1:39 p.m. An audio recording is on file in the Commissioners' Office.

SEVENTEENTH DAY OF THE SEPTEMBER TERM, A.D., 2017  
CALDWELL, IDAHO OCTOBER 3, 2017

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

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Robertson Supply in the amount of \$5150.00 for the Solid Waste department

APPROVED CLAIMS ORDER NO. 10-10-17

The Board of Commissioners approved payment of County claims in the amount of \$466,249.20 for accounts payable.

APPROVED CLAIMS ORDER NO. 9-29-17

The Board of Commissioners approved payment of County claims in the amount of \$190,986.71, \$185,203.21, \$87,498.13 and \$153,107.64 for accounts payable.

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

The Board met today at 8:35 a.m. for a biweekly meeting with the Directors of Facilities and IT to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Director of Facilities Paul Navarro, Director of IT Greg Rast, Assistant Director of IT Eric Jensen, Family Court Services Manager Mary Hoffman, TCA Doug Tyler and Deputy Clerk Jenen Ross.

*Director Navarro updated the Board on the following items:* Two of the four courtroom remodels have been completed and demolition on the last two courtrooms began yesterday. There are three Eagle Scouts coming in on the 14<sup>th</sup> to paint the pygmy goat barns at the fairgrounds. There are some PO's that will be coming over for the fairground arena heaters; the current heaters are from 1982/1983 and have well out-lived their usefulness; they are also going to start replacing the metal that's broken on the north and south sides so that it matches the east and west sides. Director Navarro recently received a call from Director Loper at the landfill asking to resurrect a generator project. The landfill

is at the end of the power grid and often experiences power outages. They've had preliminary conversations with the engineer they used years ago when this project was first started, prior to it being abandoned. They are working to find out where they're at, what the load needs are and coming up with some cost models. Commissioner Rule asked what Idaho Power has done to correct the problem. Director Navarro said he didn't have the answer to that but offered to get in contact with Idaho Power to see if he can get some answers. He is working on two projects for the Parks department; they've done the trenching at Lake Lowell for the radio tower project in order to stay ahead of the weather and he will be working with SPF Engineering on the well project at Celebration Park. Bionomics Environmental provided their preliminary report on the Pond Lane property to Mr. Navarro yesterday who in turn has forwarded to Bill Valdez at DLR Group. The modifications to Pod 5 have been completed, the walls have been cut down to 3 feet and been capped with fast drying concrete and painted. They have also put slats in the new fence along the parking lot and behind the print shop. There was a person who took a hard fall at the DMV recently so they've started the process of looking into either replacing or grinding four areas in the sidewalk that have good size tripping hazards. The fleet shop had in their budget for FY2018 to apply an epoxy floor. A contractor they've worked with for years wants to try a new epoxy technique that's a low VOC where work could actually be done in the shop while the flooring is being applied. It's a higher grade product but they're willing to discount it by \$15,000 - \$20,000 to match the original budget price as they're able to use it as a training for the contractor. Incoming public defender Bazzoli has reached out to Mr. Navarro and indicated that he'd like to make a few changes to his personal office.

*Director Rast updated the Board on the following items:* The County Extension office has been ordering their own paper and Mr. Rast would like to know if we can include them on the county bulk paper order and then charge it back. It would be an approximate 50% savings to the extension office to order paper this way. The Board is okay with IT including the extension office in the paper purchase and Director Navarro said his department is willing to deliver the paper. Director Rast would like to take over the family court services website, he would like to host it on the county system as their current provider would like to get out of the business. He has indicated that his department has the infrastructure to take on the website. The cost has been worked out with the courts, it will be \$5000 upfront for the re-design and then his webmaster will take over the site with a charge of \$200/month to maintain the site. Once everything is done the content management would be taken over by the courts and IT would only be responsible to make sure things are running and if there is a problem they'd fix it. The Board is okay with this as long as Mr. Rast has the capacity. Until recently when you called 911 from the admin building, certain floors of the courthouse or fleet the address would come across as the courthouse building which may send responders to the wrong location; this has now been fixed. The court integration has been completed in regard to getting them on the network for phone services and Wi-Fi. Odyssey is going live and the Supreme Court will be here October 8<sup>th</sup> – 27<sup>th</sup>. The Sheriff's Office has ID badges that they hold on their persons in case they are out of their jurisdiction and are responding to an incident. The problem they've had is that the ID's have been issued thru ITD and the turnaround time was 3-6 weeks. The IT department has been working with Chief Dashiell to see if there were any other options available and they've been able to work with a vendor to offer the ID badges out of the print shop. Each

card will be \$5.00 and they are able to charge them back to individual departments. Mr. Rast feels this service will not only be useful to the Sheriff's Office but also the Assessor's Office, DSD, PA or any other office or department that may need ID badges while working out in the field. The Assessor's Office regularly gets data dumps from MLS, they then import that into the Aumentum system to match all the data sets, such as sales, so they know what's going on in the real estate market. They rely heavily on that with assessed values and appraisals. They've had one person that would take 3 weeks to take this data every month and add it to Aumentum. IT has developed a program that will now do that in 4 hours. Commissioner Dale asked if this is a program that could be marketed to other counties. Mr. Rast there are several other counties that use Aumentum and could potentially use this program. The meeting concluded at 9:06 a.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE AND CONSIDER SIGNING OCTOBER 3, 2017 AGENDA ITEMS

The Board met today at 9:09 a.m. for a legal staff update and to consider signing the October 3, 2017 agenda items. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Mike Porter, Deputy P.A. David Eames, Controller Zach Wagoner, County Agent Jerry Neufeld, Indigent Services Director Yvonne Baker, and Deputy Clerk Monica Reeves. Commissioner Steve Rule arrived at 9:15 a.m. The items were considered as follows:

***University of Idaho Extension, College of Agricultural & Life Sciences Agreement:*** Jerry Neufeld said this formalizes the budget agreement for Fiscal Year 2018. Zach Wagoner reviewed the document and made a change to the original and said we now have the correct adopted budget amount for the extension office for 2018. Upon the motion of Commissioner White and the second by Commissioner Dale the Board voted unanimously to sign the University of Idaho Extension, College of Agricultural & Life Sciences Agreement. (See Agreement No. 17-129.)

***Consider signing a Resolution Establishing the Income and Expenses to be considered in Determining Medical Indigency for Purposes of Chapters 34 and 35, Title 31, Idaho Code:*** This is the allowable expenses allowed in medical indigency cases and it's based on different tables from documented resources. The updates include the new table from the USDA guidelines as well as updated mortgage and rent amounts based on Canyon County data that has been averaged and updated. The updated monthly fuel amount based on the Idaho average has gone up from \$80.98 to \$91.67. The attributed entry-level wage has been upgraded from \$8.00 per hour to \$8.64 per hour, according to the Idaho Department of Labor. It also includes updated child care allocations from the Idaho Child Care Program. Director Baker said this resolution is effective for all applications received on or after October 1, but there will be times when we're dealing with older cases and in those cases we will use the older table. Commissioner Rule said the cost for fuel is the issue we tend to argue about in hearings and even though it's nailed down like this there will still be large differences in the average in rural Idaho areas. David Eames said the Board can make an exception to allow more, this is a fallback to when we don't have any documentation. Director Baker agreed and said this is just a default if we are attributing income to have a guideline for case managers to follow, but certainly there are exceptions. Upon the motion

of Commissioner White and the second by Commissioner Rule the Board voted unanimously to sign the resolution Establishing the Income and Expenses to be considered in Determining Medical Indigency for Purposes of Chapters 34 and 35, Title 31, Idaho Code. (See Resolution No. 17-173.) Commissioner Dale asked Director Baker to forward the resolution to the hospital attorneys who appear at indigent hearings.

As part of the legal staff update the Board went into Executive Session as follows:

EXECUTIVE SESSION – RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, AND TO CONSIDER PRELIMINARY NEGOTIATIONS INVOLVING MATTERS OF TRADE OR COMMERCE

Commissioner Rule made a motion to go into Executive Session at 9:22 a.m. pursuant to Idaho Code, Section 74-206(1) (d) and (e) to discuss records exempt from public disclosure and attorney-client communication and to consider preliminary negotiations involving matters of trade or commerce. The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Mike Porter and Deputy P.A. David Eames. The Executive Session concluded at 9:26 a.m. with no decision being called for in open session.

An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

- Kickback Bar Inc. dba Kickback Bar (see resolution no. 17-170)

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

The Board met today at 9:33 a.m. for a monthly meeting with the Fair Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Fair Director Diana Sinner, Deputy P.A. Zach Wesley and Deputy Clerk Jenen Ross.

*Note for the record: As properly noticed the Board met today at 9:33 a.m. for a monthly meeting with the Fair Director. A request was made to go into Executive Session to discuss a personnel matter, records exempt from public disclosure and attorney-client communication, communicate with legal counsel regarding pending/imminently likely litigation and to communicate with the County's risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:*

Commissioner White made a motion to go into Executive Session at 9:34 a.m. pursuant to Idaho Code, Section 74-206(1) (b), (d), (f) and (i). The motion was



seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Fair Director Diana Sinner, Deputy P.A. Zach Wesley and Deputy Clerk Jenen Ross. The Executive Session concluded at 10:00 a.m. with no decision being called for in open session.

At the conclusion of the executive session the Board went back on the record to discuss a subsequent matter. Director Sinner said that the Fair Board and staff are recommending that they no longer host the Bulls and Broncs event starting this year. Commissioner Dale said discretion has been given to Ms. Sinner in regards to these matters and will support her in management of the facility. Commissioner Rule said that with the issues of construction that are planned for the winter months along with liabilities associated with the event make it difficult to host and he believes this will give them a year to look at other options for continuing the event. The meeting concluded at 10:02 a.m. An audio recording is on file in the Commissioners' Office.

EIGHTEENTH DAY OF THE SEPTEMBER TERM, A.D., 2017  
CALDWELL, IDAHO OCTOBER 4, 2017

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

#### SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

- Rooster Tale, LLC dba McArthur's (Resolution no. 17-175)

#### APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Acapulco Mexican Restaurant to be used 10/6/17 for a wedding.

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Dell Inc. in the amount of \$14,244.90 for the Sheriff's Office
- Waxie Sanitary Supply in the amount of \$4522.23 for the Facilities department

#### CONSIDER INDIGENT DECISIONS

The Board met today at 8:52 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale and Steve Rule, Indigent Customer Service Specialist Robin Sneegas, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to issue initial denials with a written decision to be issued within 30 days for the following cases: Case Nos. 2017-1459, 2017-1547, 2017-1544, 2017-1545, 2017-1711, 2017-1588, 2017-1439, 2017-1589, 2017-1629, 2017-1554, 2017-1591, 2017-1528, 2017-1587, 2017-1532, 2017-1515, 2017-1560, 2017-1586, 2017-1505, 2017-1553, 2017-1561, 2017-1527, 2017-1555, 2017-1551, 2017-1552, 2017-1453, 2017-1514, 2017-1535, 2017-1529, 2017-1585, 2017-1575, 2017-1548, 2017-1648, 2017-1530, 2017-1546, and 2017-1576. The meeting concluded at 8:54 a.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE

The Board met today at 9:01 a.m. for a legal staff update. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. Mr. Wesley reported on a letter that was prepared in response to the Board receiving a memo from DSD Director Nilsson regarding a property that's out of zoning compliance and has some building compliance issues. The letter completes the process to refer it to the Prosecutor's Office for review for criminal charges. Commissioner Dale said before we pursue criminal charges we need to make sure staff meets with the property to explain the necessary zoning issues. Mr. Wesley said they received a cease and desist letter explaining the zoning violations. This will not bring immediate action by any means; it will be referred back to the Sheriff's Office for additional reporting and communication with DSD. This is just the starting of the process. Commissioner Rule spoke about the need to make sure the proper permits are obtained and that safety measures are complied with when starting a business. He also said the letter should be signed once Commissioner White returns to the office. Mr. Wesley prepared a letter in response to an annexation notice we received from the City of Star and said from the initial conversation he made one change: there is a compulsory area of impact process that the county or city can trigger by notice, and initially we discussed doing that but after a conversation with the Board they talked about taking a softer approach by saying there is a process available but we would like to have a conversation first. Commissioner Dale said we were hoping the City of Middleton and the City of Start would get together and talk about this. Mr. Wesley said he asked them to do that in the letter, and, he will reach out to the attorney for the City of Star and let them know our thoughts, tell them we are happy to cooperate and here are the issues, etc. Commissioner Rule asked if the Prosecutor's Office has reviewed the correspondence from the Idaho Association of Counties regarding the Capital Crimes Defense Fund. Mr. Wesley said Sam Laugheed is going to review it and talk to the Board about it. The meeting concluded at 9:09 a.m. An audio recording is on file in the Commissioners' Office.

#### UNSCHEDULED REVENUE HEARING

The Board met today at 9:31 a.m. for an unscheduled revenue hearing. Present were: Commissioners Tom Dale and Steve Rule, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. Today is the scheduled date for the hearing to consider adjusting and increasing the 2017 budget as follows:

Indigent fund for medical and involuntary hold expenditures	\$100,000
County Fair facilities upgrades and improvements	75,000
Problem solving courts testing and operating expenditures	20,000
Waterways fund patrol and operating expenditures	10,000
Consolidated elections operating expenditures	<u>35,000</u>
Total budget adjustments	\$240,000

There is additional revenue that has come in from the county fair fund; there's no increase in property taxes. By increasing the expenditure side we are also increasing the revenue side. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to sign the resolution adopting the budgeting of unscheduled revenue in the amounts listed. (See Resolution No. 17-174.) Commissioners Rule and Dale spoke to Controller Wagoner about the upcoming retirement of Weed and Gopher Superintendent Jim Martell and the need to transfer more monies to that department in order to cover training costs which are part of the plan of succession. Controller Wagoner said once there's a discussion about it the Board can sign a notice of publication and hold a hearing to consider increasing/adjusting the budget. The meeting concluded at 9:36 a.m. An audio recording is on file in the Commissioners' Office.

NINETEENTH DAY OF THE SEPTEMBER TERM, A.D., 2017  
CALDWELL, IDAHO OCTOBER 5, 2017

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

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

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

#### APPROVED TRANSFER OF VACATION LEAVE TIME TO SICK LEAVE TIME

The Board approved the transfer of sick leave time to vacation time for Francisca Harper.  
APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Franklin Building Supply in the amount of \$7035.27 for the Fair
- Johnstone Supply in the amount of \$22,217.44 for the Fair
- Northwest Power Systems in the amount of \$7747.77 for the Facilities department
- Northwest Service Technologies in the amount of \$8896.00 for the Facilities department
- Dell Inc. in the amount of \$43,976.64 for the Sheriff's Office
- Amazon in the amount of \$1240.01 for the Information Technology department
- SANS-Secure the Human in the amount of \$5040.00 for the Information Technology department

### CONSIDER INDIGENT DECISIONS

The Board met today at 8:55 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Hearing Generalist Kellie George and Deputy Clerk Jenen Ross. Ms. George said the hospital has requested the following cases be continued as follows: 2017-1283 continued to November 2, 2017 and 2017-789 continued to December 14, 2017. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to continue the cases as read into the record. Upon the motion by Commissioner White and second by Commissioner Rule the Board voted unanimously to place Case No. 2017-588 in suspension pending the outcome of social security/disability and retro-Medicaid. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to approve Case No. 2017-721 with a written decision to be issued within 30 days. Upon the motion by Commissioner White and second by Commissioner Rule the Board voted unanimously to issue a final denials with written decisions to be issued within 30 days on Case nos. 2016-618 and 2016-851. The meeting concluded at 8:59 a.m. An audio recording is on file in the Commissioners' Office.

### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-1227

The Board met today at 9:03 a.m. to conduct a medical indigency hearing for Case No. 2017-1227. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker (arrived at 9:08 a.m.), Hearing Generalist Kellie George, the applicant, Nelson Cluff and Julie Wood with MedData for St. Alphonsus and Deputy Clerk Jenen Ross. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to continue the case to November 30, 2017. The hearing concluded at 9:10 a.m. An audio recording is on file in the Commissioners' Office.

### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-988

The Board met today at 9:13 a.m. to conduct a medical indigency hearing for Case No. 2017-988. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, the applicant, Amber Jones for St. Luke's, Attorney Mark Peterson for St. Luke's and Deputy Clerk Jenen Ross. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to continue the case to November 30, 2017. The hearing concluded at 9:36 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-1145 AND 2017-1152

The Board met today at 9:43 a.m. to conduct a medical indigency hearing for Case Nos. 2017-1145 and 2017-1152. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Nelson Cluff with MedData for St. Alphonsus, Julie Wood with MedData for St. Alphonsus and Deputy Clerk Jenen Ross. The applicant did not appear. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to continue case no. 2017-1145 to November 2, 2017. Upon the motion of Commissioner Rule and second by Commissioner White the Board voted unanimously to issue a denial for Case No. 2017-1152 with a written decision to be issued within 30 days. The hearing concluded at 9:49 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-1178

The Board met today at 9:52 a.m. to conduct a medical indigency hearing for Case No. 2017-1178. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Amber Jones for St. Luke's, Attorney Mark Peterson for St. Luke's and Deputy Clerk Jenen Ross. The applicant did not appear. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to continue the case to November 2, 2017. The hearing concluded at 10:08 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-1174

The Board met today at 10:09 a.m. to conduct a medical indigency hearing for Case No. 2017-1174. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Michelle Davis for St. Luke's, Attorney Mark Peterson for St. Luke's and Deputy Clerk Jenen Ross. The applicant did not appear. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to approve the case

with a written decision to be issued within 30 days. The hearing concluded at 10:20 a.m. An audio recording is on file in the Commissioners' Office.

### INDIGENT MATTERS

The Board met today at 10:22 to consider indigent matters. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Deputy P.A. David Eames and Deputy Clerk Jenen Ross. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to issue final denials with written decisions to be issued within the next 30 days on the following cases: 2017-1034, 2017-1037, 2017-1146, 2017-1234, and 2017-916. The meeting concluded at 10:23 a.m. An audio recording is on file in the Commissioners' Office.

### PUBLIC HEARING – REQUEST BY DENNIS PRUETT FOR A CONDITIONAL REZONE, CASE NO. PH2017-48

The Board met today at 1:30 p.m. to conduct a public hearing in the matter of a request by Dennis Pruett for a conditional rezone and a development agreement for Case No. PH2017-48. The vacant property is located at 0 Fargo Road, adjacent to 18786 Fargo Road in Wilder. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, DSD Planner Daniel Litster, Dennis Pruett, and Deputy Clerk Monica Reeves. Daniel Litster gave the oral staff report. The request is to allow a building permit on a five-acre parcel and by doing so it will change the zoning from agricultural to rural residential. The parcel at the end will preserve over 14.5 acres of agricultural land in perpetuity under the development agreement while giving the applicant a two acre area for a new building permit to be applied. It meets the regulations and the comprehensive plan. The P&Z Commission recommended approval, but Mr. Pruett has concerns with a condition. The 4.9 acre piece and the 14.5 acre piece were created illegally; they did not come through a process to create the lots so at the end the outcome would be to give two acres for building purpose requirements but the rest will go to agricultural only and be combined. However, after talking to Mr. Pruett it will be difficult to combine the properties due to a canal that goes through the property so they want to know how the Board feels about keeping the parcels separate but on the 4.99 acreage we would give the two acres for residential with the rest in agriculture in perpetuity, which would be 2.9 acres and the remaining 14.5 acres will also be agriculture in perpetuity but it wouldn't be consolidated into one piece. It does not change the requirements nor does it need platting. Director Nilsson said they usually do that because the agricultural zone is a 40 acre minimum but in this case there isn't any building on it; they try to reduce the nonconformity but there's probably no harm. If the parcels cannot physically be connected because of the canal then it's still restricted to agriculture only to cure the prior split that was done without approval. Commissioner Rule asked questions about why the applicant was not seeking to rezone the entire parcel. Director Nilsson said we could rezone all of it but we'd need a condition to limit it to just the one building permit and staff is trying to not make Mr. Pruett have to do a comprehensive plan

amendment because then he'd be converting the entire parcel from agricultural to residential, which comes with a \$2,500 application fee. Commissioner Rule said if the applicant doesn't want to rezone the entire five acres that's his choice. Mr. Litster said staff will have to redo the resolution and the conditions to modify to what has been agreed to by Mr. Pruett. The original idea was to preserve as much agricultural land as possible and obtain a building permit, but as discussed only the two acres will be rezoned. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to close the public hearing. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to continue the hearing to October 12, 2017 at 9:30 a.m. in order to have the updated map and documents. The hearing concluded at 1:44 p.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING A FINAL PLAT FOR ANDORRA ESTATES SUBDIVISION; CASE NO. SD PH2016-63

The Board met today at 2:02 p.m. to sign the final plat for Andorra Estates Subdivision, Case No. SD PH2016-83. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, DSD Planner Deb Root, Tony Elordi, and Deputy Clerk Monica Reeves. Debbie Root said the development is subject to a development agreement and conditional rezone. The final plat is in accordance with the state statutes as well as the County's regulations. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to authorize Chairman Dale to sign the final plat for Andorra Estates Subdivision. The meeting concluded at 2:04 p.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING FY2018 CANYON COUNTY / NORMAN FAMILY TRUST LEASE AGREEMENT

The Board met today at 2:33 p.m. to consider signing the FY2018 Canyon County/Norman Family Trust Lease Agreement. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Chief Deputy Sheriff Marv Dashiell, and Deputy Clerk Monica Reeves. Sam Laugheed said this is the building that's used for combined operations with CCNU (City County Narcotics Unit.) It's a standard lease with rent in the amount of \$2,700 per month, including a one-time payment of \$870. He said they looked into the possibility of a different facility but at this time it's been determined it would be in the best interest to continue with existing building. Chief Dashiell said the building has already been modified and the FBI did some security features that would have to continue if metro were to co-locate. Also, we receive reimbursement from the FBI for the metro task force in the amount of \$1,500 per month for the lease so that's an opportunity to share in the expenses of the building. He also said the internal storage capabilities as well as the external storage lot at the current site offer a real benefit. Commissioner Dale said there was a suggestion to use the office being vacated by the Canyon County Office on Aging (CCOA) and he wondered if it was suitable for the CCNU, but it sounds like that current site has better storage options. There was discussion about the maintenance obligations that the County

and the owner are responsible for. In the past when there have been repairs that were made the County has been able to get the offset to the rent payment. Commissioner Rule said he would like to avoid a \$2,700 rent payment but until a better option comes along we should continue with the current lease and then he made a motion to approve the Canyon County/Norman Family Trust Lease Agreement. (See Agreement No. 17-130.) The meeting concluded at 2:41 p.m. An audio recording is on file in the Commissioners' Office.

TWENTIETH DAY OF THE SEPTEMBER TERM, A.D., 2017  
CALDWELL, IDAHO OCTOBER 6, 2017

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

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Elm Ridge Protection Production LLC in the amount of \$2703.79 for Juvenile Detention

#### APPROVED TRANSFER OF VACATION LEAVE TIME TO SICK TIME

The Board approved the transfer of vacation leave time to sick time for Rodney Tuttle.

#### CONSIDER SIGNING MEMORANDUM OF AGREEMENT BETWEEN ADA COUNTY, SOUTHWEST IDAHO JUVENILE DETENTION CENTER, AND IDAHO STATE DEPARTMENT OF JUVENILE CORRECTIONS

The Board met today at 9:03 a.m. to consider signing the Memorandum of Agreement between Ada County, Southwest Idaho Juvenile Detention Center and the Idaho State Department of Juvenile Corrections. Present were: Commissioners Pam White and Steve Rule, Deputy P.A. Zach Wesley, Juvenile Detention Director Steve Jett, and Deputy Clerk Monica Reeves. Director Jett said this is an agreement for mutual aid in case we have to evacuate our facility as part of the emergency preparedness plan. Zach Wesley said the agreement is substantially the same form that it has been the last two years. Everyone has their own insurance and provides for their own PREA inspection and in the event of an emergency transfer the initial facility remains responsible for the cost of the care. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the Memorandum of Agreement between Ada County, Southwest Idaho Juvenile Detention Center and the Idaho State Department of Juvenile Corrections. (See Agreement No. 17-131.) The meeting concluded at 9:06 a.m. An audio recording is on file in the Commissioners' Office.



THE MINUTES OF THE FISCAL TERM OF SEPTEMBER 2017 WERE READ AND APPROVED AND FOUND TO BE A PROPER RECORD OF THE PROCEEDINGS OF THE BOARD OF CANYON COUNTY COMMISSIONERS, CANYON COUNTY IDAHO. DATED THIS 27TH DAY OF NOVEMBER, 2017 BY THE CANYON COUNTY BOARD OF COMMISSIONERS STEVEN J. RULE AND PAM WHITE. ATTEST: CHRIS YAMAMOTO, CLERK; J. ROSS, DEPUTY CLERK

FIRST DAY OF THE OCTOBER TERM, A.D., 2017  
CALDWELL, IDAHO OCTOBER 10, 2017

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

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Oxarc Inc. in the amount of \$1251.60 for the Parks department
- Custom Weld in the amount of \$92,750.00 for the Sheriff's Office

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:43 a.m. for an office staff meeting. Present were: Commissioners Pam White and Steve Rule, PIO Joe Decker, Deputy Clerk Jenen Ross, Sr. Administrative Specialist Jamie Miller, and Deputy Clerk Monica Reeves. The Board reviewed this week's schedule with staff. Joe Decker reported on the following communication issues: Adoption day proclamation signing on October 11; he will attend the public opinion event with Commissioner White and then head to KBOI 2 for a meet and greet with their staff; a trick-or-treat event will be held on October 31<sup>st</sup> from 2:00 to 4:00 p.m. in the administration building; he is editing training videos for the Elections Office; he will send election information to the media; and he returned media calls yesterday. The meeting concluded at 8:50 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 8:51 a.m. for a biweekly meeting with the Human Resources Director to discuss general issues, set policy and give direction. Present were: Commissioners Pam White and Steve Rule, HR Director Sue Baumgart and Deputy Clerk Jenen Ross. Director Baumgart updated the Board on the following items: The first wellness fair happened last week; there was a pretty good turnout with over 100 people that attended and 37 people that signed up for the health screenings. Health screenings will help in evaluating benefits to see where people are with their health risk and shows the HR department where to focus the wellness fair next year. The next wellness fair will take place on the 18<sup>th</sup>. She is continuing to work with her department on their 2018 goals and building relationships with the other departments and offices. Open enrollment will take place November 1-15. The meeting concluded at 8:56 a.m. An audio recording is on file in the Commissioners' Office.

## LEGAL STAFF UPDATE AND CONSIDER SIGNING AGENDA ITEMS

The Board met today at 9:01 a.m. for a legal staff update and to consider signing the October 10, 2017 agenda items. Present were: Commissioners Pam White and Steve Rule, Deputy P.A. Zach Wesley, Deputy P.A. David Eames, Chief Deputy Sheriff Marv Dashiell, Lt. Ben Keyes, and Deputy Clerk Monica Reeves. The items were considered as follows:

***Consider Signing Motorola Software Maintenance and Services Agreements for the Sheriff's Office:*** Chief Dashiell said the agreements are for the internal radio system in the Sheriff's Office and the Nampa Police Department as well as the tower systems. The software agreement works off an extended plan where we pay a smaller fee every year working towards the next upgrade for the firmware and software system. He will send an invoice for one-third of the cost to the Nampa Police Department. They had a drop in cost this year on the hardware agreement because of the upgrade to the system so we'll have one year covered maintenance and warranty. The reduction is between \$40,000 and \$50,000 and that will increase again next year; the software agreement will go up on the year of increase so we have one more year at the lower rate and when they roll out the new software we'll see a larger amount that year. Upon the motion of Commissioner Rule and the second by Commissioner White the Board voted unanimously to sign the Motorola Software Maintenance and Services Agreements. (See Agreement Nos. 17-133 and 17-134.)

***Consider signing Purchase Order for purchase of 2017 Jet Boat:*** David Eames and Lt. Ben Keyes presented a purchase order for a custom weld boat in the amount \$92,750. A grant was awarded for \$62,750 and the Sheriff's Office's portion of the match will be the trade in of the two older boats. Upon the motion of Commissioner Rule and the second by Commissioner White the Board voted unanimously to sign the purchase order to Custom Weld.

***Consider signing Memorandum of Understanding between Canyon County and Bonner County for the assignment of Steve Jett to conduct PREA Audit:*** Zach Wesley said the MOU is the same form and practice we have done in the past. Upon the motion of Commissioner Rule and the second by Commissioner White the Board voted unanimously to sign the Memorandum of Understanding with Bonner County for the assignment of Steve Jett to conduct PREA Audit. (See Agreement No. 17-132.)

As part of the legal staff update, the Board went into Executive Session as follows:

### EXECUTIVE SESSION – RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

Commissioner Rule made a motion to go into Executive Session at 9:08 a.m. pursuant to Idaho Code, Section 74-206(1) (d) and (i) discuss records exempt from public disclosure and attorney-client communication, and to communicate with the County's

risk manager regarding pending/imminently likely claims. The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule and White voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Pam White and Steve Rule, Deputy P.A. Zach Wesley, Deputy P.A. David Eames and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:11 a.m. with no decision being called for in open session.

An audio recording of the open portion of the meetings are on file in the Commissioners' Office.

#### FILE IN MINUTES

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

SECOND DAY OF THE OCTOBER TERM, A.D., 2017  
CALDWELL, IDAHO OCTOBER 11, 2017

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

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

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

#### APPROVED CLAIMS ORDER NO. 1801

The Board of Commissioners approved payment of County claims in the amount of \$1,544,946.46 for accounts payable.

#### CONSIDER SIGNING ADOPTION DAY PROCLAMATION

The Board signed the Adoption Day Proclamation declaring November 17, 2017 National Adoption Day in Canyon County.

THIRD DAY OF THE OCTOBER TERM, A.D., 2017  
CALDWELL, IDAHO OCTOBER 12, 2017

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

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Northwestern University Center for Public Safety in the amount of \$9000 for the Sheriff's Office
- Lenco Armored Vehicles in the amount of \$274,689.00 for the Sheriff's Office

APPROVED TRANSFER OF VACATION LEAVE TIME TO SICK TIME

The Board approved the transfer of vacation leave time to sick time for Sherri Root.

LEGAL STAFF UPDATE AND CONSIDER SIGNING AGENDA ITEMS

The Board met today at 9:00 a.m. for a legal staff update and to consider signing the agenda items. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Mike Porter, Deputy P.A. Allen Shoff, Deputy P.A. Brad Goodsell, Chief Deputy Sheriff Marv Dashiell, Fleet Director Mark Tolman, Fleet Admin. Dawn Pence, Lt. Mike Armstrong, and Deputy Clerk Monica Reeves. The items were considered as follows:

***Consider Signing Notice of Intent to Award Contract for the 2017 Request for Proposals for Canyon County Polling Places Compliance Surveying:*** Mike Porter said rather than asking the Board to sign the notice of intent to award, they would like the Board to sign a letter asking the proposers to narrow down their approach and give a dollar amount for their services and at that point the Clerk will decide how he wants to proceed. On Monday the Board will sign an addendum to change the calendar; the purpose of today's action is to put on the record that we are extending the deadline. (The signed letter that was sent to the proposers is on file with this day's minute entry.) Commissioner Dale asked if the Department of Justice has identified polling places that are not compliant. Mr. Porter said they have identified some things – some significant, some minor, but nothing that resulted in anyone not being able to vote. He said there are five or six locations that could be improved so they were moved to new locations, but now they are faced with the dilemma of finding 54 spots in the county that are completely ADA compliant and so the question is do we limit locations to ensure compliance and find places like the Idaho Center that are

completely compliant but people have to drive in from all over the County, or, do we try to find compromises.

***Consider signing Purchase Order for Lenco BearCat armored vehicle pursuant to Idaho Code § 67-2803(9):*** The purchase price is \$274,689. Allen Shoff said Idaho Code provides that when a product has been competitively bid or is on the federal government general services administration schedule it's exempt from the requirements of the typical bid/RFP process. In this case the federal government has provided a public law that permits law enforcement related equipment to be procured by local entities through federal purchasing. The vehicle is included in the Schedule 84, (the federal government's classification schedule) and that's the procurement exemption we will be moving forward under. Due to federal regulations regarding defense products under the International Trade and Arms Regulations as well as the proprietary information of this vendor we will not be discussing the specifics related to the vehicle. Chief Dashiell said they have researched the project for several years and the vehicle is something the County will use for 20-30 years. The cost is a big number on the front end but we are at a point where the existing vehicle is not functional and it creates hazards to the employees who are in it and the reliability comes into question every time they turn the key. Mark Tolman said it's a 4-wheel drive vehicle and it can be used for many types of rescues. Commissioner Dale said the County's current vehicle is 33 years old which is way beyond the service life and even though we don't like to spend that kind of money this is a tool that's needed by the Sheriff's Office. The purchase order in the amount of \$274,689 was approved by Commissioners Dale and White.

As part of the legal staff update, Brad Goodsell requested the Board go into Executive Session as follows:

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

Commissioner Rule made a motion to go into Executive Session at 9:18 a.m. pursuant to Idaho Code, Section 74-206(1) (c) and (d) regarding acquisition of an interest in real property and discuss records exempt from public disclosure and attorney-client communication. The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:36 a.m. with no decision being called for in open session.

An audio recording of the open portion of meeting is on file in the Commissioners' Office.

CONTINUATION OF PUBLIC HEARING REGARDING DENNIS PRUETT'S REQUEST FOR A CONDITIONAL REZONE

The Board met today at 9:36 a.m. for a continuation of the public hearing in the matter of Dennis Pruett's request for a conditional rezone. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Planner Jennifer Almeida, and Deputy Clerk Monica Reeves. The Board heard the matter on October 5, 2017 and it was unanimously approved but the matter was continued to today's date so that staff can provide updated map. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the Findings of Fact, Conclusions of Law and Order for Case No. PH2017-48. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the development agreement with Dennis Pruett. (See Agreement No. 17-135.) Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to sign the ordinance to make the official change to the zoning map on Case No. PH2017-48. (See Ordinance No. 17-017.) The hearing concluded at 9:40 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION TO CONSIDER PRELIMINARY NEGOTIATIONS INVOLVING MATTERS OF TRADE OR COMMERCE IN WHICH THE GOVERNING BODY IS IN COMPETITION WITH GOVERNING BODIES IN OTHER STATES OR NATIONS, PURSUANT TO IDAHO CODE § 74-206(1)(E)

Commissioner Rule made a motion to go into Executive Session at 10:05 a.m. pursuant to Idaho Code, Section 74-206(1) (e) to consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other in other states or nations. The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Brad Goodsell, Chief Deputy Assessor Joe Cox, Patrick Silveira, Greg Himes, and Deputy Clerk Monica Reeves. The Executive Session concluded at 10:19 a.m. with no decision being called for in open session.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for The Chicago Connection, LLC dba Chicago Connection.

CONSIDER SIGNING AGREEMENT WITH BEDSIDE X-RAY FOR DALE G. HALE DETENTION CENTER X-RAY SERVICES

The Board met today at 11:00 a.m. to consider signing an agreement with Bedside X-ray for Dale G. Hale detention center x-ray services. Present were: Commissioners Tom Dale, Pam

White and Steve Rule, Deputy P.A. Allen Shoff and Deputy Clerk Jenen Ross. Allen Shoff explained this is the x-ray service agreement with Bedside X-ray Service, Inc. for FY2018. This is for individuals who are housed in the detention center and have a need for medical x-rays. A fee schedule is attached which reflects the Medicare fee schedule. This is an agreement that has been in place in the past and from a legal perspective there are no issues with the contract. Upon the motion of Commissioner White and second by Commissioner Rule the Board voted unanimously to sign the agreement (see agreement no. 17-136). The meeting concluded at 11:02 a.m. An audio recording is on file in the Commissioners' Office.

FOURTH DAY OF THE OCTOBER TERM, A.D., 2017  
CALDWELL, IDAHO OCTOBER 13, 2017

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

Board attended the District III Elected Officials meeting in Owyhee County.

FIFTH DAY OF THE OCTOBER TERM, A.D., 2017  
CALDWELL, IDAHO OCTOBER 16, 2017

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

APPROVED CLAIMS ORDER NO. 10-13-17

The Board of Commissioners approved payment of County claims in the amount of \$407.12 for accounts payable.

APPROVED CLAIMS ORDER NO. 9-29-17

The Board of Commissioners approved payment of County claims in the amount of \$54,871.33 for accounts payable.

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



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

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Corwin Ford in the amount of \$300,267.00 for Sheriff's Office and Fleet department
- Perkin Elmer in the amount of \$3200.00 for the Sheriff's Office
- HP in the amount of \$1226.00 for the Information Technology department
- HP in the amount of \$1092.88 for the Information Technology department
- The Sign Shoppe in the amount of \$5446.25 for the Facilities department
- The Blind Gallery in the amount of \$1636.00 for the Facilities department

#### LEGAL STAFF UPDATE AND CONSIDER SIGNING OCTOBER 16, 2017 AGENDA ITEMS

The Board met today at 9:03 a.m. for a legal staff update and to consider signing the October 16, 2017 agenda items. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Chief Deputy Clerk Drew Maffei, Deputy P.A. Mike Porter, Deputy P.A. Brad Goodsell, Deputy P.A. David Eames, Chief Deputy Sheriff Marv Dashiell, Lt. Todd Herrera, Treasurer Tracie Lloyd, Deputy Treasurer Tonya May, and Deputy Clerk Monica Reeves. The items were considered as follows:

***Consider Addendum No. 3 to the Canyon County Polling Places Consultant RFP:*** Mike Porter said three qualifying proposals were received and they'd like to extend the time to conduct interviews and ask the companies to provide additional information on their services and costs. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to sign the addendum.

***Consider Lease Agreement with Ada County for portion of the Shafer Butte Radio Tower Facility:*** Lt. Herrera said 10 years ago we agreed to put our radio equipment in Ada County's building on top of Shafer Butte/Bogus Basin and through that agreement we would share our frequencies with them. There is no cost for the lease. Legal has made a few modifications to the agreement and consulted with our insurer, ICRMP, and everything is in line. The agreement is effective through 2022. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the lease agreement with Ada County for portion of the Shafer Butte Radio Tower Facility. (See Agreement No. 17-137.)

***Consider signing Resolution Declaring certain Properties as not necessary for County use and authorizing the sale thereof; Notice of surplus property auction; and Notice of grant of real property to other political subdivision or taxing district:*** Brad Goodsell said we are preparing for the annual auction of surplus property and we are down to 10

properties that were taken for tax deed that have not yet been redeemed. The Treasurer's Office is proposing that five of those properties be sold at the sale and that three properties be transferred to the Caldwell Housing Authority and two properties be transferred to the Nampa Housing Authority. The resolution authorizes them to be sold and sets the minimum bids and authorizes the publication of the notice of sale. Treasurer Lloyd said the housing authorities find properties they wish to rehabilitate or refurbish and they either rent them or sell them. We have an agreement where they pay us a percentage per year on any unpaid taxes. The intent is to rehab the properties and get them back on the tax roll and benefit the housing authorities at the same time. The properties are subject to redemption up until the time of transfer or sale. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to sign the resolution declaring certain properties as not necessary for County use and authorizing the sale thereof. (See Resolution No. 17-177.) Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign notice of surplus property auction. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to sign the notice of grant of real property to other political subdivision or taxing district.

***Legal Staff Update:*** Commissioner Dale said at last Friday's District III meeting the Public Defense Commission informed the group of some things they are doing and the elected officials had an opportunity to express their concerns about the PDC's propagation of rules and the impact it could have. He also said the Board was scheduled to conduct an Executive Session last Thursday afternoon with Darigold but he was the only Commissioner here and would like to go into Executive Session to give an update on that issue.

EXECUTIVE SESSION – RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, AND TO CONSIDER PRELIMINARY NEGOTIATIONS INVOLVING MATTERS OR TRADE OR COMMERCE

Commissioner Rule made a motion to go into Executive Session at 9:15 a.m. pursuant to Idaho Code, Section 74-206(1) (d) and (e) to discuss records exempt from public disclosure and attorney-client communication and to consider preliminary negotiations involving matters or trade or commerce. The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Mike Porter, Deputy P.A. Brad Goodsell, Deputy P.A. David Eames, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:23 a.m. with no decision being called for in open session.

An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

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

The Board met today at 10:32 a.m. for a monthly meeting with the Fleet Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Fleet Director Mark Tolman and Deputy Clerk Jenen Ross. Commissioner Rule left at 10:45 a.m. Director Tolman updated the Board on the following items: He would like to work with the local dealer to purchase the Sheriff's patrol vehicles instead of going thru the state contract. The state contract uses a dealer in Burley and last year there were some issues in getting the vehicles. The valley fleet directors have all gotten together and are working on a multi-agency bid so that they don't have to use the state bid in the future. Mr. Tolman has spoken with legal and as long as the reasons for the change are documented and it is in the best interest of Canyon County it would be okay to stay with the local dealer. Additionally, the vehicles are approximately \$400 less than the state bid. The Board is okay with Director Tolman working with the local dealer in purchasing the vehicles. There were several titles presented to the Board for vehicles to be auctioned or become parts cars. The meeting concluded at 10:49 a.m. An audio recording is on file in the Commissioners' Office.

CONTINUE PUBLIC HEARING TO CONSIDER A REQUEST BY BARRY BUTLER FOR A PRELIMINARY PLAT AND FINAL PLAT FOR WILLIS SUBDIVISION, CASE NO. PH2017-24

The Board met today at 11:02 a.m. to set a continuance date for the public hearing in the matter of a request by Barry Butler for preliminary plat and final plat approval of Willis Subdivision, Case No. PH2017-24. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Planner Jennifer Almeida, and Deputy Clerk Monica Reeves. Ms. Almeida said the applicant is still in the process of routing the mylar for signatures so they are seeking a continuance to November 1<sup>st</sup>. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to continue the hearing to November 1, 2017 at 11:00 a.m. The matter concluded at 11:04 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 11:32 a.m. for a monthly meeting with the Director of Development Services to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, Deputy P.A. Zach Wesley and Deputy Clerk Jenen Ross. Director Nilsson updated the Board on the following items: Her department has returned over \$500,000 to the general fund with expenditures coming in under budget. Plan review is at about a 4 week turnaround time. Dwayne Watkin has some informational items on Rails to Trails, when it was presented to RTAC they had a right-of-way cost estimate that seemed too high in her opinion and suggested they talk with the county assessors to see how they would look at rail rights-of-

way. It appears as though the estimates are based on if a new rail line was being put in and land was having to be purchased. She would like to work on the applicable ordinance portion of the areas of impact for Nampa and Caldwell. Ms. Nilsson has met with Brian Billingsley and Megan Basham who has provided a scope of work so that there can be some cost sharing between the two cities and the county to pull everything together. They just need to figure out which ordinances would need to be adopted and putting all the references together. Ms. Basham would be providing this service for about \$6000 total.

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

Commissioner Rule made a motion to go into Executive Session at 11:40 a.m. pursuant to Idaho Code, Section 74-206(1) (b) and (f). The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, Deputy P.A. Zach Wesley and Deputy Clerk Jenen Ross. The Executive Session concluded at 11:53 a.m. with no decision being called for in open session.

The meeting concluded at 11:53 a.m. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

SIXTH DAY OF THE OCTOBER TERM, A.D., 2017  
CALDWELL, IDAHO OCTOBER 17, 2017

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

#### APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Big Al's to be used 10/20/17 for a wedding.

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

The Board met today at 8:01 a.m. for a monthly meeting with the Administrative District Judge and Trial Court Administrator to discuss general issues. Present were:

Commissioners Tom Dale, Pam White and Steve Rule, Judge Bradley Ford, TCA Doug Tyler and Deputy Clerk Jenen Ross. Judge Ford updated the Board on the following items: Everyone has been working hard at the Odyssey switch over; several employees were in over the long holiday weekend working to get ready and make sure files and documents were moved over. From his observation and from what he's heard Canyon County has done well in the transition. There is still a lot of scanning and relating of documents to be done so the clerks are spending a lot of extra time getting that done. They are trying to get up to full calendars this week while the Ada and Twin county people are still here to help. The whole state should be on Odyssey within the next year. The remodel on the 3<sup>rd</sup> floor is continuing, the first two courtrooms are pretty well finished and turned out really nice; the last two courtrooms are being worked on. Judge Ford will attend the Administrative Conference in Boise this week, since it will be his last conference as the ADJ, Judge Wiebe will be attending with him since she will be the next ADJ. Commissioner Dale asked if Judge Ford has had any conversations with the new public defender, Aaron Bazzoli; he said that he has spoken with Mr. Bazzoli and has interactions with him in the past. They recently had a meeting between himself, Mr. Bazzoli, Mr. Topmiller and some of the clerks because district judges were being assigned at first appearances for vertical representation but with the way the Odyssey system is designed right now it doesn't allow for that. The state is working on a fix which they are hoping to have in place after the first of the year but until then they had to figure out a way to work around it. Doug Tyler said he will be getting a PO to the Board soon for IT to start on the re-design of the Family Court Services website. The meeting concluded at 8:18 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 8:34 a.m. for a biweekly meeting with the Directors of Facilities and IT to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Facilities Director Paul Navarro and Deputy Clerk Jenen Ross. Director Navarro updated the Board on the following items: As a follow-up to Commissioner Rule's question at Mr. Navarro's last meeting, he has spoken with Idaho Power about the power outages the landfill experiences regularly. Idaho Power was not aware of the outages and appreciated the county bringing it to their attention. They've put a recording meter out there to determine how often it's happening, which leg of the phases it's happening to and/or possibly what's causing it. There is a power outage scheduled for October 25<sup>th</sup> that will take down the Dale Haile center, the jail annex, the juvenile detention center, misdemeanor probation, juvenile probation, the pod 5 tent, the 911 dispatch and the parking lots on that side of the campus in order for Idaho Power to replace a critical piece of equipment. The outage is scheduled for 12:00 a.m. to 4:00 a.m. in order to minimize the impact and has been scheduled for the middle of the week in case there are any services that need to be called in once power is restored. The Dale Haile center, jail annex and the dispatch center all have generators that will be fully fueled in anticipation of having to run the entire 4 hours. Director Navarro will have staff here during that time and anticipates Director Rast will also have staff on hand to make sure everything comes back online properly. Two of the remodeled courtrooms are up and running and the second two

are catching up; they anticipate being done by the end of the month. There were 85 volunteers at the fairgrounds this past weekend to help with painting; all the goat barns are now completely painted. Mr. Navarro was contacted by the FBI yesterday regarding a fiber optic line being run into the CCNU building and have requested assistance in running conduit for it. There is no cost to the county, the FBI will be paying for everything including labor and materials. The Board is okay with the facilities department assisting with this. The synchronized clocks have come in and he will work with the Board's staff to find time to get them installed as there is some wiring that will need to be run. Over the next few weeks his staff will be headed over to the fairgrounds to start work on the arena heaters, wood upgrades and painting; he anticipates being out there for over a month. The meeting concluded at 8:42 a.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE

The Board met today at 9:03 a.m. for a legal staff update. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. The Board reviewed a draft email proposed to be sent by the Board to its department heads regarding the opportunity for grant writing training. The training workshops will be provided by Tom Bicak on Wednesdays at noon in the Prosecutor's training room for 10 weeks. We already have a contract with Mr. Bicak for grant writing services but he will volunteer his time for this training. The Board appreciates Mr. Bicak for offering his services and they will have staff send the email to department administrators. The meeting concluded at 9:05 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 10:05 a.m. for a monthly meeting with the Director of Juvenile Detention to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Juvenile Detention Director Steve Jett, Juvenile Detention Officer Abdiel Philpott, Juvenile Detention Officer Sydney Elliott, PIO Joe Decker and Deputy Clerk Jenen Ross. Mr. Jett introduced Mr. Philpott and Ms. Elliott to the Board and recognized that they both recently become POST certified. Mr. Philpott and Ms. Elliott both gave brief overviews of their background and how they came to work in juvenile detention. Mr. Philpott spoke about the symposium he attended last week, the biggest thing that stood out to him was mental health in juveniles. One speaker spoke about mental health first aid and ways to work with youth with mental health issues including programs such as yoga, aromatherapy and gardening which the juvenile detention already has. Mr. Jett continued with the meeting saying he is looking for someone to volunteer to instruct a yoga class for females. Every year he sends Sean Brown and Shawn Anderson to the ILEETA conference (International Law Enforcement Educators and Trainers Association) but this year he decided to send Tim Warner and Muntaga Bah to the conference which will take place in St. Louis this March. The Juvenile Training Council has indicated they have some money available and are considering sending a couple more

people so Mr. Brown and Mr. Anderson may still be able to attend this year. DataWorks is their automated fingerprint machine and in the past Mr. Jett has never paid a service contract, he didn't realize that this contract has been being paid by the Sheriff's Office. This year he received an invoice but not realizing the expense he didn't budget for it. Additionally, the CMS invoice was paid twice this year. The director of the probation and adult misdemeanor probation from Boise County was recently here for a tour and training. She was impressed with the facility and Mr. Jett feels we may now be seeing more kids from Boise County. The meeting concluded at 10:17 a.m. An audio recording is on file in the Commissioners' Office.

#### MONTHLY MEETING WITH DIRECTORS OF JUVENILE PROBATION AND MISDEMEANOR PROBATION TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION

The Board met today at 10:20 a.m. for a monthly meeting with the Directors of Juvenile Probation and Misdemeanor Probation to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Director of Misdemeanor Probation Jeff Breach, Chief Juvenile Probation Officer Elda Catalano and Deputy Clerk Jenen Ross. Director Breach updated the Board on the following items: Their Community Service Officer recently returned from maternity leave. They went live last week with the Odyssey transition and overall it's going pretty well. Unfortunately, not many of the bench warrant cases came over so that'll be quite a process getting those all in but all of the active cases that the POs are working are in the system. One issue they've run into is what to do with courtesy cases that are sent here from other counties. The Supreme Court hasn't quite figured out how to receive money on those cases but they are working to find a way to best resolve the issue. LSI training for all staff will take place next month. Ms. Catalano updated the Board on the following items: She recently met with the Supreme Court to get her portion of the Odyssey system up and running. They are starting to e-file as November 13<sup>th</sup> is the final date for paper filing. She currently has about 350 cases that her department is supervising, additionally there are 35 juveniles committed to the State that they are monitoring. She is working with one of her staff members to complete the report that is sent to IDJC regarding the juveniles they supervise throughout the year; she plans to review this report with Board in about a month. She has had an open position for the past couple months and is getting close to being able to make an offer, she is working with HR to help complete the reference checks. Ms. Catalano has attended a couple of meetings at the state level where she provided some input on probation standards. Probation standards are being revised and there is a group of administrators that are working towards updating the standards and providing that information to the legislature next year. The POST Academy Juvenile Training Council has asked them to also provide and help work on the probation academy POST curriculum. Two staff will be going to Kansas City next week for sex offender training, this is the annual, national training. The bike project is still going really well and they continue to receive a lot of donations. At least once a week Ross Garvin has kids working with him to fix up the bikes to be donated. For the last 6 months they've been hosting a victim impact panel, in the past when it was court ordered, they were sending kids to different places and/or people but it wasn't really meeting the objective. Mike Davidson has attended a couple of trainings and he has been doing the impact panel

once a month and they've seen a huge, positive response from different people who are attending and participating including parents and the courts. Her hope would be to expand it in the future to more of a community panel so it's not just for the kids on probation. The meeting concluded at 10:35 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 2:03 p.m. for a monthly meeting with the Public Defender to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Pam White, Public Defender Aaron Bazzoli, Office Administrator Deepak Budwani and Deputy Clerk Jenen Ross. Mr. Bazzoli updated the Board on the following items: Odyssey has created an oddity in regards to vertical representation, it won't allow you to assign a District Judge until after the preliminary hearing so they are working to find ways to work around this. The Board asked Mr. Bazzoli about an email that was received from Brianne McCoy; Mr. Bazzoli said they have the majority of the information she is requesting so they will gather that information so a response to Ms. McCoy can be prepared. Mr. Bazzoli gave a review of budget numbers; the conflict counsel line item will be over budget but he anticipates being able to make that up with other line items that are under budget. There was a review and breakdown of numbers including conflict counsel, evaluations/transcripts, minutes spent on cases, attorney active caseloads, types of cases conflicted out, open number of cases in JustWare, number of cases in specialty courts and the total number of cases including conflicted but not including paper files in storage/paper riders/FTA. A copy of the report that was reviewed is on file with this day's minute entry. Mr. Bazzoli will be working with Mike Porter in the PA's office on getting some conflict council contracts put together. This is something that had previously been in place but they seem to have gone by the wayside. The new contracts will ensure that the conflict attorneys carry malpractice insurance, they'll submit bills in a timely manner and have an understanding of what the standards are for public defense and are willing to comply. The meeting concluded at 3:08 p.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 3:10 p.m. for a monthly meeting with the Solid Waste Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Pam White, Solid Waste Director David Loper, Deputy P.A. Mike Porter and Deputy Clerk Jenen Ross. Deputy P.A. Mike Porter left at 3:32 p.m. Director Loper updated the Board on the following items: Waste amounts were up another 7% in September with FY2017 being up a total of 7.20% and 265,017 tons of waste has been collected.



*A request was made to go into Executive Session to discuss a personnel matter. The Executive Session was held as follows:*

Commissioner White made a motion to go into Executive Session at 3:12 p.m. pursuant to Idaho Code, Section 74-206(1) (b). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale and Pam White, Solid Waste Director David Loper, Deputy P.A. Mike Porter and Deputy Clerk Jenen Ross. The Executive Session concluded at 3:32 p.m. with no decision being called for in open session.

While in open session, Mr. Loper continued reviewing his agenda topics including the following items: The Title V permit and application are complete, he has spoken to DEQ and they have indicated there is nothing else to be done at this time. The application will now start thru the process at DEQ so it'll probably be another 2-5 months before we'll have a permit in hand. They are starting to move forward with the expansion plan; he is starting to get quotes to do some of the groundwater sampling and core drilling. The first thing to be done will be the groundwater sampling due to needing so many samples to show good, quality data. They've had some loads coming in that seem unsafe such as they are over-weight or carrying way too much material so he's spoken with the Idaho Transportation Department and he's asked to meet with the Port-of-Entry people who have rover units that can do weight checks. He'd like to see if it would be possible to have them come out once or twice a year to do some weight checking in hopes of educating the public. Additionally, they are still having issues with loads coming in uncovered which he is working with Brad Goodsell on and will be bringing to the Board in the future. The new scraper was delivered today and he will work with the Board's staff to schedule a time for the Board to go out and look at it. Mr. Loper met with Paul Navarro and some of the maintenance staff today to discuss back-up generators. On Thursday of this week Zach Wagoner and the auditors will be out at the landfill to meet with Director Loper and review the enterprise fund. Commissioner Dale asked if they are working from a new fee schedule yet; Director Loper said with the new fiscal year he will be putting together a new fee structure package to be implemented in the spring. The bio-solids is still going well although they have identified what percent wetness/dryness seems to work the best and he's spoken with Andy Zimmerman and the City of Nampa on how that can be handled and have come up with some ideas. The meeting concluded at 3:46 p.m. An audio recording is on file in the Commissioners' Office.

#### APPROVED THE AUGUST 2017 TERM COMMISSIONER PROCEEDINGS AND SYNOPSIS

The Minutes of the Fiscal Term of August 2017 were read and approved and found to be a proper record of the proceedings of the Board of Commissioners of Canyon County, Idaho. Also approved was the synopsis for publication. Minutes of the Board of Canyon County

Commissioners' meetings are on file in the Commissioners' Office and may be viewed upon request.

SEVENTH DAY OF THE OCTOBER TERM, A.D., 2017  
CALDWELL, IDAHO OCTOBER 18, 2017

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

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Airgas in the amount of \$1708.18 for the Facilities department

#### APPROVED CLAIMS ORDER NO. 9-29-17

The Board of Commissioners approved payment of County claims in the amount of \$10,063.92, \$97,265.08 and \$76,883.16 for accounts payable.

#### APPROVED CLAIMS ORDER NO. 10-25-17

The Board of Commissioners approved payment of County claims in the amount of \$338,631.23, \$42,032.88 and \$139,839.92 for accounts payable.

#### INDIGENT DECISIONS

The Board met today at 8:53 a.m. to consider indigent decisions. Present were: Commissioners Pam White and Steve Rule, Indigent Services Director Yvonne Baker, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to issue a written denial within the next 30 days for the following cases: Case Nos. 2017-1601, 2017-632, 2018-3, 2017-1732, 2017-1608, 2017-1625, 2017-1602, 2017-1610, 2017-1606, 2017-1613, 2017-1549, 2017-1594, 2017-1604, 2017-1592, 2017-1624, 2017-1623, 2017-1603, 2017-1631, 2017-1605, 2017-1609, 2017-1595, 2017-1628, 2017-1614, 2017-1734, 2017-1596, 2017-1627, and 2017-1611. Upon the motion of Commissioner Rule and the second by Commissioner White the Board voted unanimously to issue an initial denial for Case No. 2017-1734. The meeting concluded at 8:57 a.m. An audio recording is on file in the Commissioners' Office.

EIGHTH DAY OF THE OCTOBER TERM, A.D., 2017  
CALDWELL, IDAHO OCTOBER 19, 2017

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

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Utility Truck Equipment in the amount of \$7900.00 for the Facilities department
- Corwin Ford in the amount of \$29554.00 for the Fleet/Facilities departments
- Metal Craft Manufacturing in the amount of \$13,348.00 for the Sheriff's Office
- Canyon County IT department in the amount of \$5000.00 for the Trial Court Administrator
- Nemo-Q in the amount of \$7899.00 for the Information Technology department
- QED Environmental Systems in the amount of \$44,445.00 for the Solid Waste department
- Bonneville Blue Precision Solutions in the amount of \$20,902.97 for the Solid Waste Department

#### CONSIDER INDIGENT DECISIONS

The Board met today at 8:51 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale and Pam White, Director of Indigent Services Yvonne Baker and Deputy Clerk Jenen Ross. Director Baker read the following cases into the record stating that they meet the criteria for eligibility for county assistance: 2014-1308, 2016-1665 and 2014-919. Upon the motion by Commissioner White and second by Commissioner Dale the Board voted unanimously to approve the cases as read into the record with a written decision to be issued within 30 days. Ms. Baker said case no. 2016-486 has met the criteria for approval. Upon the motion of Commissioner White and second by Commissioner Dale the Board voted unanimously to issue an amended approval for the case as read into the record with a written decision to be issued within 30 days. Upon the motion by Commissioner White and second by Commissioner Dale the Board voted unanimously to continue case nos. 2017-1458 and 2017-1473 to January 25, 2018. Upon the motion by Commissioner White and second by Commissioner Dale the Board voted unanimously to issue an amended approval for case no. 2017-1218 with a written decision to be issued within 30 days. The meeting concluded at 8:55 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-1244

The Board met today at 9:03 a.m. to conduct a medical indigency hearing for Case No. 2017-1244. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, the applicant, Julie Wood with MedData for St. Alphonsus, Attorney Bryan Nickels for St. Alphonsus and Deputy Clerk Jenen Ross. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to continue the case to December 14, 2017. The hearing concluded at 9:07 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-1307

The Board met today at 9:09 a.m. to conduct a medical indigency hearing for Case No. 2017-1307. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, the applicant, the applicant's daughter, Interpreter Mercedes Lupercio, Julie Wood with MedData for St. Alphonsus, Attorney Bryan Nickels for St. Alphonsus and Deputy Clerk Jenen Ross. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to continue the case to November 16, 2017. The hearing concluded at 9:30 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NOS. 2017-1213 AND 2017-1386

The Board met today at 9:38 a.m. to conduct a medical indigency hearing for Case Nos. 2017-1213 and 2017-1386. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, the applicant, the applicant's daughter, Julie Wood with MedData for St. Alphonsus, Attorney Bryan Nickels for St. Alphonsus and Deputy Clerk Jenen Ross. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to approve the case with a written decision to be issued within 30 days. The hearing concluded at 9:46 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-1237

The Board met today at 9:53 a.m. to conduct a medical indigency hearing for Case No. 2017-1237. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Attorney Mark Peterson for St. Luke's, Michelle Davis for St. Luke's and Deputy Clerk Jenen Ross. The applicant did not appear. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to approve the case with a written decision to be issued within 30 days. The hearing concluded at 10:13 a.m. An audio recording is on file in the Commissioners' Office.

### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-1179

The Board met today at 10:14 a.m. to conduct a medical indigency hearing for Case No. 2017-1179. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Kassi Daugherty for St. Luke's, Attorney Mark Peterson for St. Luke's and Deputy Clerk Jenen Ross. The applicant did not appear. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to continue the case to December 14, 2017. The hearing concluded at 10:19 a.m. An audio recording is on file in the Commissioners' Office.

### INDIGENT MATTERS

The Board met today at 10:26 a.m. to consider indigent matters. Present were: Commissioners Tom Dale and Pam White, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Deputy P.A. David Eames and Deputy Clerk Jenen Ross. Ms. George has asked the Board to render a decision of denial on the following cases as neither the applicant nor the hospital appeared: 2017-1256, 2017-1216, 2017-1173, 2017-1180, 2017-993, 2017-1243 and 2017-1188, upon the motion by Commissioner White and second by Commissioner Dale the Board voted unanimously to issue final denials with written decisions to be issued within 30 days. The meeting concluded at 10:28 a.m. An audio recording is on file in the Commissioners' Office.

### MEETING WITH KAYLEE FARRELL FOR ADVOCATES AGAINST FAMILY VIOLENCE

The Board met today at 2:00 p.m. with Kaylee Farrell from Advocates Against Family Violence. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Facilities Director Paul Navarro, Kaylee Farrell from AAFV, and Deputy Clerk Monica Reeves. Ms. Farrell is the teen outreach coordinator at AAFV and is working to promote a teen dating violence awareness contest at area schools where they ask teens to show what dating violence means to them. February is Teen Dating Violence Awareness Month but they are promoting it now and they would like to display the poster entries at the courthouse. They expect to receive over 100 posters. The Board has no problem giving permission to display the posters at the County facility. Paul Navarro offered to display the posters with rope and clothes pins so the posters do not destroy walls. Commissioner White suggested that perhaps the city halls in Caldwell and Nampa would allow some posters to be displayed at those locations as well. Commissioner Dale said the libraries would be another good location. The meeting concluded at 2:10 p.m. An audio recording is on file in the Commissioners' Office.

NINTH DAY OF THE OCTOBER TERM, A.D., 2017  
CALDWELL, IDAHO OCTOBER 20, 2017

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

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Northwest Service Technologies in the amount of \$26,800.00 for the Fair

APPROVED CLAIMS ORDER NO. 10-25-17

The Board of Commissioners approved payment of County claims in the amount of \$11,001.07 and \$87,917.55 for accounts payable.

APPROVED CLAIMS ORDER NO. 9-29-17

The Board of Commissioners approved payment of County claims in the amount of \$27,777.78, \$44,371.58, \$76,196.81, \$67,243.63, \$33,946.73 and \$75,808.95 for accounts payable.

LEGAL STAFF UPDATE AND CONSIDER SIGNING JOINT POWERS AGREEMENT - IDAHO  
CAPITAL CRIMES DEFENSE FUND

The Board met today at 9:05 a.m. for a legal staff and to consider signing the Joint Powers Agreement – Idaho Capital Crimes Defense Fund. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, Clerk Chris Yamamoto, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. Sam Laugheed said the Joint Powers Agreement is proposed by the Idaho Association of Counties and has reference to the Idaho Capital Crimes Defense Fund which the County has paid in to consistently. The agreement was first signed in 1999, and since 2010 we have spent approximately \$400,000 in annual payments around \$66,000; the fund has monies used to supplement the defense of indigent persons charged with crimes where the death penalty could attach. Our contribution also secures access to the State Appellate Public Defender. The changes to the agreement from 1999 are overwhelmingly administrative, it changes references to the Capital Crimes Defense Program to the Capital Crimes Defense Fund. Given the significant financial benefit to the County of signing the agreement and the typical

normality of the language there's no reason not to sign it. Commissioner Rule asked if they are trying to make it more accessible where they can "raid the fund" for other purposes. Mr. Laugheed said no; he was looking for that but he did not find it. He was also looking for overlap between this and the Public Defense Commission and he didn't see anything troubling on either of those mostly because it's the same as it has been since 1999. Commissioner Rule said we need to keep an eye on it because in previous years they were trying to split the fund and make the funds available to solve other problems outside of capital defense. Zach Wagoner said it's not a given that we contribute every year; it depends on the balance of the fund. The balances were sufficient where there were no contributions this upcoming fiscal year. Commissioner Dale said it's for a specific purpose and it needs to remain for that purpose. Mr. Laugheed recommended the Board continue to ask IAC for an accounting of where the monies are going because that's where difficulties could arise if the scope of services (which is the document we've asked for that IAC didn't have immediately available) was expanded. What we are signing right now is about capital crimes and it is for cases where the relevant prosecuting attorney has filed a notice of intent to seek the death penalty so that's really a limited range. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the Joint Powers Agreement for the Idaho Capital Crimes Defense Fund. (See Agreement No. 17-138.)

At 9:11 a.m. the Board went into Executive Session as follows:

EXECUTIVE SESSION – PERSONNEL MATTER, RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

Commissioner White made a motion to go into Executive Session at 9:10 a.m. pursuant to Idaho Code, Section 74-206(1) (b), (d) and (i) to discuss a personnel matter, records exempt from public disclosure and attorney-client communication, and to communicate with the County's risk manager regarding pending/imminently likely claims. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, Clerk Chris Yamamoto, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:36 a.m. with no decision being called for in open session.

An audio recording of the open portion of the discussion is on file in the Commissioners' Office.

DETENTION CENTER INSPECTION CONDUCTED

The Board conducted a quarterly inspection of the detention center. The Board evidenced proper care and security and the inmates' welfare throughout the facility. General grievances were filed and have been processed in accordance with standard procedures.

TENTH DAY OF THE OCTOBER TERM, A.D., 2017  
CALDWELL, IDAHO OCTOBER 23, 2017

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

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- WCP Solutions in the amount of \$5855.00 for the Information Technology department
- Hess Construction Inc. in the amount of \$2800.00 for the Facilities department

#### COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:34 a.m. for an office staff meeting. Present were: Commissioners Tom Dale, Pam White and Steve Rule, PIO Joe Decker, Deputy Clerk Jenen Ross, Sr. Administrative Specialist Jamie Miller, and Deputy Clerk Monica Reeves. The Board reviewed this week's schedule with staff. Joe Decker reported on the following communication items: will send a reminder about early voting that starts today and runs through next Friday; he will attend today's elected officials' meeting as well as some emergency operations staff training on Wednesday; he will attend a meet and greet tomorrow at KBOI 2; will post Sheriff's sale information on website; send a reminder notice about the driver's license office being closed one day for training; and media will attend the DLR meeting on Thursday. Commissioner Dale said there is benefit gained from the media seeing the presentation rather than reading the written report. The meeting concluded at 8:46 a.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE AND CONSIDER AGENDA ITEMS

The Board met today at 9:03 a.m. for a legal staff update and to consider agenda items. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy P.A. Sam Laugheed, Chief Deputy Sheriff Marv Dashiell, Deputy P.A. Zach Wesley, HR Director Sue Baumgart, IT Director Greg Rast (left at 9:06 a.m.), Facilities Director Paul Navarro (left at 9:06 a.m.), Deputy P.A. Brad Goodsell, Deputy P.A. Mike Porter, Deputy P.A. David Eames and Deputy Clerk Jenen Ross.



***Consider signing independent contractor agreement with Triad Consulting & System Design, LLC*** – Mr. Laugheed said this is the culmination of the RFP process that started in April to find a security masterplan consultant that would work with the county on some long-term planning and short-term solutions. The scope of work was narrowed down in August after meeting with some of the groups and after receiving a revised scope of work that was reviewed by the security committee Triad Consulting has been recommended. Notice has been given and there were no objections. Before the Board today is the contract for the firm to start meeting with the stakeholders and coordinating between them and develop the security master plan. The agreement contains a not to exceed sum of \$75,935 and they have agreed to all of the insurance and other requirements. Mr. Laugheed stated there is no legal reason not to move forward. Upon the motion by White and second by Commissioner Rule the Board voted unanimously to sign the agreement with Triad Consulting & System Design, LLC (see agreement no. 17-140)

***Consider signing equitable sharing agreement and certification*** – David Eames said this is essentially the same agreement as last year. Chief Dashiell said the equitable sharing agreement allows the county to apply for a share of proceeds from an assets forfeiture process at the federal level. There is currently a zero balance in the program and no pending funds have been requested, however, if we don't recertify every year and become inactive we would have to start the whole application process over if in the future we wanted to apply for assets. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to sign the equitable sharing agreement and certification (see agreement no. 17-139)

***Legal staff update*** – as part of the legal staff update Director Baumgart and Zach Wesley spoke on behalf of the health care trustees. Controller Wagoner and representatives from Gem Plan have utilized actuarial services to review the COBRA contribution rates and the results of that report show that several groups are paying significantly less than they should be. The trustees are recommending that the actuarial numbers be adopted into the COBRA rates as follows: employee \$752, spouse \$1178, child \$1001 and family \$1882. Mr. Wesley said this would just be an administrative change and no Board action is required. Ms. Baumgart said they would provide notice to the individuals currently utilizing the COBRA program.

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

*Note for the record: As properly noticed the Board met today at 9:13 a.m. for a legal staff update. A request was made to go into Executive Session to discuss records exempt from public disclosure and attorney-client communication. The Executive Session was held as follows:*

Commissioner Rule made a motion to go into Executive Session at 9:15 a.m. pursuant to Idaho Code, Section 74-206(1) (d). The motion was seconded by Commissioner

White. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Rule, White and Dale, Chief Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley, Deputy P.A. Brad Goodsell, Deputy P.A. David Eames and Deputy Clerk Jenen Ross. The Executive Session concluded at 9:20 a.m. with no decision being called for in open session.

The meeting concluded at 9:20 a.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 9:35 a.m. for an elected officials' meeting which took place in the public meeting room of the administration building. Present were: Commissioners Tom Dale and Pam White, Clerk Chris Yamamoto, Treasurer Tracie Lloyd, Assessor Brian Stender, Sheriff Kieran Donahue, Captain Daren Ward, Prosecuting Attorney Bryan Taylor, PIO Joe Decker, Torrie Cope from the Idaho Press-Tribune, and Deputy Clerk Monica Reeves. Topics of discussion were as follows:

Commissioner White thanked the elected officials for their support of the employee appreciation picnic where over 450 employees were served.

Sheriff Donahue said DLR is nearing completion of their analysis and will present their findings to the Board on October 26, and on November 3 they will mail the printed report. He said the number will be large and shocking and we need to decide where we are going. There are 600 people on pretrial, which is 350 more than should be in that program, and 250 of those people should be in jail. There are between 900 and 1,000 people are on post-sentencing. We need to run the jail like a jail not ask the judiciary to let people out. As part of the Justice Reinvestment Act, the state has 900-1000 inmates in county jails throughout the state. If we cannot rent jail bed space in Idaho we have to look at out of state locations which is very costly. Prosecutor Taylor said it comes down to public safety and we need to do something before something bad happens. Sheriff Donahue is worried about the tent jail (Pod 5) because it is made of fabric and it is nearing its shelf life and if there is a catastrophic event we'll have to immediately move 122 people. He said we've never had this many people on pretrial and we're at a breaking point. Captain Ward said there 27 people being held in out of county locations right now, and as of this morning they are 16 over target in the female population and 22 over in the male population. Prosecutor Taylor said there are between 7,000 and 10,000 outstanding warrants for misdemeanors and felonies but we have no place to house them. There was discussion about presenting the information to the public via public meetings and social media and how the cost to build a jail is huge but the cost of doing nothing is bigger. Based on today's numbers, if we do nothing about the current jail situation, with 567 beds the cost over 20 years will be over \$800 million. Sheriff Donahue said

solidarity is important and he asked each elected official for their thoughts on the jail. Treasurer Lloyd said there's no questions we need a new jail but she sees the other side of it in terms of senior citizens struggling to make ends meet. The state has not raised the benefit threshold in years but the income threshold has been raised. Commissioner White said the jail needs assessment puts it in black and white and how we need to consider the price vs. the cost because she wants people to see what it will cost them. We need options on the table and answers and ideas with funding options. Prosecutor Taylor agrees with and understands the need and he is supportive of the project. We have to get the public involved because it's everyone's issue. Clerk Yamamoto said the questions are: 1) What do we need? 2) What can we get by with? 3) What can we afford? With what the cities and schools are asking for he estimates we will need \$750 million to cover what's coming our way, but our tax base will not support it so we have to look at options. Perhaps construction, but not a full blown jail. He agrees with Treasurer Lloyd's comments and said Canyon County has the highest taxes in the area. Assessor Stender said there is a need but the number is staggering and we have to consider what we can afford. Sheriff Donahue said the potential cost to society has to be weighed; what will it cost if we do nothing? Commissioner White raised the issue of having a regional jail. Clerk Yamamoto said a push was made for a regional jail but it was unsuccessful, there was no interest at that time. Sheriff Donahue said they have looked into it but others are not interested because they are not in the shape Canyon County is in. Captain Ward said is worried about changing ideas midstream and he thinks we should hear what DLR has to say on the issue. Commissioner Dale spoke about how the assessed value is far greater than it was 10 years ago and that will lower the cost per taxpayer.

In other business, Clerk Yamamoto reported that early voting starts today, and Commissioner Dale reported this year's Fair was highly successful.

Commissioner Dale made a motion to adjourn the meeting at 10:47 a.m. The motion was seconded by Clerk Yamamoto. An audio recording is on file in the Commissioners' Office.

#### MEETING TO DISCUSS THE 2020 CENSUS/LUCA PROGRAM

The Board met today at 11:04 a.m. for a meeting to discuss the 2020 Census/LUCA program. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Brad Goodsell, GIS Lands Records Supervisor Sarah Van Dyke and Deputy Clerk Jenen Ross. Ms. Van Dyke explained the LUCA program is the Census for 2020. In preparation of the 2020 Census they are handing out addresses to the various entities such as the cities or counties to determine how many addresses have changed or if the numbers vary. If so, then providing them information on any new builds that they don't have. COMPASS has done this the last couple of censuses back in 2010 and 2000 so they already have the experience and are willing to do it. They are already doing it for the individual cities so this way it's consistent between the county and the cities. The work mostly consists of going thru databases and making sure everything matches up and if it doesn't then providing all the documentation for the ones that don't match. Once all the data is collected it is input in

their program and uploaded. The program is all volunteer, no entity is made to participate, but it benefits everyone to participate. Authorization has already been provided to Carl Miller at COMPASS. In the future, all census matters need to be directed to Ms. Van Dyke as she is the contact person for the county. The meeting concluded at 11:09 a.m. An audio recording is on file in the Commissioners' Office.

#### MEETING WITH SILVERHAWK REALTY REGARDING REAL ESTATE ISSUE

The Board met today at 1:08 p.m. for a meeting with Silverhawk Realty regarding a real estate issue, specifically property located at 22108 Pond Lane and a part of parcel R3485100000. Present were: Commissioners Tom Dale and Pam White, Tracy Kasper and Todd Moffis from Silverhawk Realty, and Deputy Clerk Monica Reeves. Tracy Kasper presented the Board with an offer from the representatives of John and Kimi Smith who want to purchase the property located at 22108 Pond Lane and part of Parcel No. R3485100000. The buyers took Silverhawk's original list price of \$1.25 per square foot and split it in half and are seeking to buy the west 12 acres, splitting it north and south. (Note – Silverhawk was the original listing agent, and then the County listed it with another firm but that listing was subsequently cancelled.) Commissioner Dale said he appreciates Ms. Kasper going through the effort, but the property is off the market, it's not for sale because without that property we have no place to put a jail should a bond ever be approved. According to Ms. Kasper there are some amazing plans for that corner where people are looking to develop the entrance to the Notus highway, and she wants the Board to be aware of what's coming because it's possible a lot of people will say that is not the right location for a jail considering the plans to put a hotel and grocery store in the area. Commissioner White said some jails are situated in the middle of downtown areas and can be economic drivers. Commissioner Dale said on Thursday the Board will hear from DLR on the jail needs analysis, and he apologized that Ms. Kasper didn't get the message that the property is not for sale but said perhaps the buyers would want to purchase the property and give the County another piece that's just as ideally located for a jail. Todd Moffis said ground is not as expensive as when the County purchased the Pond Lane property so we could buy another piece and be in it for less money. The meeting concluded at 1:16 p.m. An audio recording is on file in the Commissioners' Office.

#### PUBLIC HEARING – REQUEST BY DANIEL URANGA FOR A CONDITIONAL REZONE FROM AN AGRICULTURAL ZONE TO A RURAL RESIDENTIAL) ZONE

The Board met today at 1:32 p.m. to conduct a public hearing in the matter of a request by Daniel Uranga, Case No. PH2017-17, for a conditional rezone of approximately 13.6 acres from an "A" (Agricultural) Zone to a "CR-R-R" (Conditional Rezone – Rural Residential) Zone located at 25090 Applewood Road in Wilder. Present were: Commissioners Tom Dale and Pam White, DSD Director Tricia Nilsson, DSD Planner Jenn Almeida, Alan Mills, Danny Uranga, and Deputy Clerk Monica Reeves. Jenn Almeida gave the oral staff report and said the applicant is restricting the development of the parcel into two parcels through a

development agreement. The access is proposed to be via Ustick Road and a variance has been approved. The existing residence will continue to use the Applewood Road access. The proposed use would not have a negative impact nor would it change the essential character of the area. The applicant is required to meet the requirements of Southwest District Health and as restricted by the development agreement, the request meets the zoning ordinance requirements and is harmonious with the comprehensive plan. The P&Z Commission recommended approval on September 21, 2017 and staff is recommending approval of the conditional rezone and development agreement and the proposed Findings of Fact, Conclusions of Law and Order, as well as the recommended conditions of approval. Alan Mills testified in favor of the request. The property is not viable for a commercial farming operation but it's his opinion if families can have a few acres they can subsidize and buy local products it will keep the acreage in production and it benefits the local economy but doesn't put the farmer under the onus of having make a profit on it. According to Mr. Mills, the neighbors do not oppose the request. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to close the public hearing. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to approve the conditional rezone and the Findings of Fact, Conclusions of Law and Order. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to approve the development agreement. (See Agreement No. 17-141.) Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to sign the ordinance directing amendments to the Canyon County Zoning Map. (See Agreement No. 17-018.) The hearing concluded at 1:39 p.m. An audio recording is on file in the Commissioners' Office.

ELEVENTH DAY OF THE OCTOBER TERM, A.D., 2017  
CALDWELL, IDAHO OCTOBER 24, 2017

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

LEGAL STAFF UPDATE AND CONSIDER AGENDA ITEMS

The Board met today at 11:25 a.m. for a legal staff update and to consider agenda items. Present were: Commissioners Pam White and Steve Rule, Deputy P.A. Allen Shoff and Deputy Clerk Jenen Ross. Agenda items were considered as follows:

***Consider signing a resolution classifying records of the Canyon County Prosecuting Attorney's Office and authorizing the imaging and/or destruction of certain juvenile case files/records and consider signing resolution classifying records of the Canyon County Prosecuting Attorney's Office and authorizing the imaging and/or destruction of certain criminal case files/records:*** Mr. Shoff said both these resolutions are related to records retention within the Prosecuting Attorney's Office. These resolutions are setting

the retention timelines, saying that documents that are being held that exceed the current retention period can be destroyed. The only change from prior years to this year is to clarify what “no action” status means. With these resolutions they would then be able to start dealing with the older files that are no longer legally required to be stored, as always, any files that are required for litigation or could potentially be used in litigation will be maintained. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to sign the resolution classifying records of the Canyon County Prosecuting Attorney’s Office and authorizing the imaging and/or destruction of certain criminal case files/records (see resolution no. 17-178). Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to sign the resolution classifying certain records of the Canyon County Prosecuting Attorney’s Office and authorizing the destruction of certain juvenile case files/records (see resolution no. 17-179). There were no discussion items for the legal staff update. The meeting concluded at 11:28 a.m. An audio recording is on file in the Commissioners’ Office.

#### WARD MEMORIAL PARK AND MARTIN LANDING TOUR

The Board toured Ward Memorial Park and Martin Landing. The Board spoke with Park staff to learn more about the condition of the parks and how they are maintained.

TWELFTH DAY OF THE OCTOBER TERM, A.D., 2017  
CALDWELL, IDAHO OCTOBER 25, 2017

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

#### APPROVED CLAIMS ORDER NO. 1802

The Board of Commissioners approved payment of County claims in the amount of \$1,863,011.12 for a County payroll.

#### APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Acapulco Mexican Restaurant to be used 10/28/17 for a wedding.

#### APPROVED TRANSFER OF SICK LEAVE TIME TO VACATION TIME

The Board approved the transfer of sick leave time to vacation time for Craig Olsen, Ross Garven, Leticia Vance, Mike Davidson, Adrian Chavez, Angie Martinez, Logan Brewer, Michelle Parker, Ellen Tingstrom, Katherine Kershner, Eric Eskew and Diana Sinner.

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

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

#### CONSIDER INDIGENT DECISIONS

The Board met today at 8:48 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Customer Service Specialist Robin Sneegas and Deputy Clerk Jenen Ross. Ms. Sneegas said the following cases do not meet the criteria for county assistance: 2017-1695, 2018-0025, 2017-1657, 2017-1641, 2017-1639, 2017-1652, 2018-0011, 2017-1646, 2018-0027, 2017-1647, 2017-1643, 2017-1550, 2017-1562, 2017-1509, 2017-1630, 2017-1653, 2017-1655, 2018-0043 and 2017-1654 upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to issue initial denials for the cases as read into the record with written decisions to be issued within 30 days. Upon the motion by Commissioner White and second by Commissioner Rule the Board voted unanimously to approve payment for cremation on case no. 2018-0075. The meeting concluded at 8:51 a.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE AND CONSIDER AGENDA ITEMS

The Board met today at 9:03 a.m. for a legal staff update and to consider agenda items. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, Deputy P.A. Zach Wesley (left at 9:13 a.m.), Deputy P.A. Mike Porter, Landfill Director David Loper (left at 9:13 a.m.), Controller Zach Wagoner (left at 9:13 a.m.) and Deputy Clerk Jenen Ross.

***Consider signing a resolution authorizing the inclusion of certain charges, other than property taxes, on tax notices, as authorized by Idaho Code § 63-902(10):*** Brad Goodsell explained this is an annual exercise, the county receives 4 different kinds of charges from 3 different entities for consideration of being certified to the tax rolls: Caldwell, Nampa and Canyon County Weed and Gopher all submitted abatement charges. This resolution approves all those to be certified to the tax rolls. The City of Nampa also submitted delinquent LID payments but as in past years this resolution declines to certify those to the tax rolls. Upon the motion by Commissioner White and second by Commissioner Rule the Board voted unanimously to sign the resolution authorizing the inclusion of certain

charges, other than property taxes, on tax notices, as authorized by Idaho Code § 63-902(10) (see resolution no. 17-180)

***Consider signing change order #11 to the contract with Tetra Tech, Inc., to include additional engineering services related to ground water sampling services*** David Loper said that this change order is for the installation of the low flow monitoring wells that will go in all the wells at the landfill. The company that the low flow wells are being purchased from will have people on site helping with the installation but it will be good to have Tetra Tech at the landfill while the installation is being done to make sure it is done the way they feel it needs to be done in regards to the depths of the pumps. Additionally, while the work is being done they'd like to sample the wells to make sure they are working correctly and to get a first sampling with the low flow pumps installed. This is a critical step in moving forward with the landfill expansion. There is about \$7000 left over from a prior project that will be put towards this project so this change order cost is \$8500. The data will be reviewed and certified and then the county will get a report of all the sampling that was done. This is the first step in moving towards a third party sampler for the monitoring wells. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to sign change order #11 to the contract with Tetra Tech, Inc.

***Consider signing real estate lease agreement with West Valley Humane Society:*** Zach Wesley said this is a renewal of the previous lease without any changes. The basics are that the facility is leased for \$12.00 a year and in return they operate the animal shelter. The county provides \$300,000 towards operating expenses of which \$100,000 is retained by the county for maintenance to the building for the year. Upon the motion by Commissioner White and second by Commissioner Rule the Board voted unanimously to sign the real estate lease agreement with West Valley Humane Society (see agreement no. 17-142).

#### EXECUTIVE SESSION –RECORDS EXEMPT FROM PUBLIC DISCLOSURE

*Note for the record: As properly noticed the Board met today at 9:20 a.m. for a legal staff update. A request was made to go into Executive Session to discuss records exempt from public disclosure. The Executive Session was held as follows:*

Commissioner Rule made a motion to go into Executive Session at 9:20 a.m. pursuant to Idaho Code, Section 74-206(1) (d). The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley, Deputy P.A. Mike Porter and Deputy Clerk Jenen Ross. The Executive Session concluded at 9:33 a.m. with no decision being called for in open session.

An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

THIRTEENTH DAY OF THE OCTOBER TERM, A.D., 2017  
CALDWELL, IDAHO OCTOBER 26, 2017



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

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Right! Systems, Inc. in the amount of \$4482.81 for the Information Technology department
- Avangate in the amount of \$1500.00 for the Information Technology department

#### APPROVED TRANSFER OF SICK LEAVE TIME TO VACATION TIME

The Board approved the transfer of sick leave time to vacation time for Andy Woolf.

#### LEGAL STAFF UPDATE AND CONSIDER AGENDA ITEMS

The Board met today at 9:03 a.m. for a legal staff update and to consider agenda items. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley, Landfill Director David Loper (left at 9:08 a.m.), HR Director Sue Baumgart (left at 9:08 a.m.), Fair Director Diana Sinner (left at 9:06 a.m.), DSD Director Tricia Nilsson and Deputy Clerk Jenen Ross.

***Consider signing Farm Lease Agreement with M&S Farms, Inc.:*** Zach Wesley said this property was formerly earmarked for the fair expansion. This agreement does not prevent the county from selling the property and includes a rate change to \$225 an acre. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to sign the Farm Lease agreement with M&S Farms, Inc. (see agreement no. 17-143).

***Consider signing a resolution to adopt changes to the job description, title and salary range of two (2) positions and the job title and salary of one (1) position at the County Landfill:*** Sue Baumgart explained this for succession planning of the screener/heavy equipment operator position. Mr. Loper said this resolution will ratify a couple of job description changes and to change a heavy equipment operator position to a screener position; budget wise it is a wash, the resolution is for succession planning, to provide some flexibility within the department, opportunity for movement upward, staff retainment, cross training, scheduling and work efficiencies. Upon the motion by Commissioner White and second by Commissioner Rule the Board voted unanimously to sign the resolution (see resolution no. 17-181).

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

*Note for the record: As properly noticed the Board met today at 9:09 a.m. for a legal staff update. A request was made to go into Executive Session to discuss records exempt from public disclosure and to communicate with legal counsel regarding pending/imminently likely litigation. The Executive Session was held as follows:*

Commissioner Rule made a motion to go into Executive Session at 9:09 a.m. pursuant to Idaho Code, Section 74-206(1) (d) and (f). The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley and DSD Director Tricia Nilsson. The Executive Session concluded at 9:28 a.m. with no decision being called for in open session.

The meeting concluded at 9:28 a.m. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

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

The Board met today at 9:31 a.m. for a monthly meeting with the Fair Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Fair Director Diana Sinner and Deputy Clerk Jenen Ross. Ms. Sinner said they are working on booking concerts and other stage entertainment for next year's fair but nothing has been finalized yet. Rebecca Coulter has started full time, she is scheduling sponsor meetings and also working with IT on the new website. Nicole Brock has worked summers at the fair the past 10 years and will be starting part-time on November 1<sup>st</sup> and moving to fulltime prior to next year's fair. Ms. Brock will be responsible for part of the bookkeeping and will also be the exhibits supervisor. There is an event scheduled for the second weekend in November and the next event is the Western Idaho Ag Show which will take place the week of January 22, 2018; between the events construction in the building will take place. Ms. Sinner and Ms. Coulter will be attending the National Fair Convention at the end of November and will take the opportunity to meet with the entertainment buyer, the ticketing company and then there will be 4 days of education including a meeting with Homeland Security to discuss the events at the music festival in Las Vegas and ways to keep their venues and participants safe. Director Sinner has been meeting with the city, the college and the rodeo about moving stock pens. The rodeo wants to move the stock pens that are currently across the railroad to the grass area behind Simplot Stadium and depending on how much space they use it creates some concern for the horse shows and concerts. The plans are being worked out and put on paper, once that's complete they will meet again to further discuss options. Commissioner Dale asked Ms. Sinner to share some of her ideas for the east end of the fairgrounds. Ms. Sinner said on that end of the fairgrounds they have what is known as the "helicopter pad" and a large dirt

pile from the college library construction; what she'd like to do is change the helicopter pad over to grass, which could also be used by the college and the rodeo, and during the fair they would bring the stage in there. There is an access road right there which would be good for entertainment and production. Ms. Sinner believes it would be a better experience for everyone involved to have the concerts back on grass. On the other side of the creek there is enough room for a building where they envision an exhibit type building where the offices could be housed. During fair time the O'Connor Fieldhouse would be used strictly for 4H which would free up space in the fair building for other animals. This would allow concerts and commercial vendors to be more focused on the other side of the grounds. In her conversations with Mayor Nancolas he's indicated that the ballfields could be taken out and used for parking. Commissioner Rule said he's spoken a couple times on tiling the creek which would open up  $\frac{3}{4}$  of an acre which would then make the space contiguous and would change the flow of things immensely. Ms. Sinner would like to see the creek tiled and believes the city would be in support of that as well. The Board would like to see the RFP process started and Ms. Sinner said she will get in touch with legal to get the process started. The meeting concluded at 9:41 a.m. An audio recording is on file in the Commissioners' Office.

#### MEETING WITH PUBLIC DEFENDER TO DISCUSS FY2018 CONFLICT PUBLIC DEFENDER CONTRACT

The Board met today at 10:08 a.m. for a meeting with the Public Defender to discuss FY2018 conflict public defender contracts. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Public Defender Aaron Bazzoli and Deputy Clerk Jenen Ross. Mr. Bazzoli's understanding is that there may only be a few contracts in place and doesn't believe anything has been signed in recent years. The main issue from what he's heard is that the Board doesn't want a "blank check" out there which then begs the question of how to handle a fixed rate contract and how to define it. Mr. Bazzoli has seen the proposed contracts and obviously some things, such as certain insurances, are required. Commissioner White asked if conflict attorneys fall under county insurance and Mr. Bazzoli explained that they do not, they are considered independent contractors and need to have their own insurance. The PDC sent a proposed contract but it is excessively long; Mr. Bazzoli would like to see it more concise and feels this issue will need to be revisited sometime in the future. He will work with the PA's office to see about getting a contract put together with the idea of creating one universal contract for all contract attorneys. Mr. Bazzoli is currently working to find more attorney's within Canyon County vs. going outside the county as he would like to build up a pool of attorneys willing to take on public defense cases. The meeting concluded at 10:35 a.m. An audio recording is on file in the Commissioners' Office.

#### MEETING WITH WEED CONTROL SUPERINTENDENT AND GOPHER DISTRICT DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION

The Board met today at 11:01 a.m. for a meeting with the Weed Control Superintendent and Gopher District Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Weed Control Superintendent and Gopher District Director Jim Martell, Controller Zach Wagoner, Chief Deputy P.A. Sam Laugheed, Clerk Chris Yamamoto, HR Director Sue Baumgart and Deputy Clerk Jenen Ross.

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

*Note for the record: As properly noticed the Board met today at 11:01 a.m. for a meeting with the Weed Control Superintendent and Gopher District Director. A request was made to go into Executive Session to discuss a personnel matter, records exempt from public disclosure and attorney-client communication. The Executive Session was held as follows:*

Commissioner Rule made a motion to go into Executive Session at 11:03 a.m. pursuant to Idaho Code, Section 74-206(1) (b) and (d). The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Weed Control Superintendent and Gopher District Director Jim Martell, Controller Zach Wagoner, Chief Deputy P.A. Sam Laugheed, Clerk Chris Yamamoto, HR Director Sue Baumgart and Deputy Clerk Jenen Ross. The Executive Session concluded at 11:36 a.m. with no decision being called for in open session.

At the conclusion of the executive session the Board instructed HR Director Baumgart to start the process of advertising for the position of Weed Control Superintendent and Gopher District Director. The meeting concluded at 11:37 a.m. An audio recording is on file in the Commissioners' Office.

DLR PRESENTATION OF JAIL NEEDS ANALYSIS PROCESS, FINDINGS, OUTCOMES, CONCEPTUAL DESIGNS AND COST MODELS

The Board met today at 1:03 p.m. for DLR's presentation of the jail needs analysis process, findings, outcomes, conceptual designs, and cost models. Present were: Commissioners Tom Dale and Pam White, Bill Valdez, Lori Coppenrath and Bill Xu from DLR, Prosecutor Bryan Taylor, Chief Civil Deputy P.A. Sam Laugheed, Sheriff Kieran Donahue, Captain Daren Ward, Lt. Andy Kiehl, Lt. Dale Stafford, Treasurer Tracie Lloyd, Assessor Brian Stender, Clerk Chris Yamamoto, Controller Zach Wagoner, PIO Joe Decker, Facilities Director Paul Navarro, Director of Misdemeanor Probation Jeff Breach, Paul Alldredge, Bob Carpenter, Theresa Hardin from the Caldwell Chamber of Commerce, Natalie Wilhite, Bill Roscoe, Ken Wood, Nampa Council Members Paul Raymond and Bruce Skaug, Kirk Adams, Middleton Mayor Darin Taylor, Ben Petzinger from Okland, media members, and Deputy Clerk Monica Reeves.

DLR's final report will be mailed to the County on November 3; today, a PowerPoint presentation was given and highlights were as follows:

Lori Coppenrath said back in 2006-2007 when they did a similar analysis for the County the scope was finite; they didn't look at how we interact with the community, or jail alternatives, or how to make the jail work more efficiently. They were purely doing a number of beds

needs analysis. The new analysis encompasses so much more than that, such as: how to deploy programs in the community through the jail and provide programming for the inmates that would hopefully help reduce recidivism, and how to make the environment better to help with staff retention and recruitment increase. They looked at all of these components in addition to the jail bed need.

Statistics show we are at 2.9% on average increase per year and COMPASS thinks it will be 3.4% potentially going into the future. DLR used a 3% estimate to project the future population of Canyon County that was part of the basis for the analysis they did for bed need analysis.

Review of historical jail population, felony and misdemeanor bookings, average length of stay, and bed count need:

- |  |            |
|--|------------|
| • 2017 - Existing Population + Pretrial + 20% Ops. | 779 Beds   |
| • 2027 - Avg. Ratio + Pretrial +20% Ops.           | 1,055 Beds |
| • 2037 - Low Ratio + Pretrial + 20% Ops.           | 1,086 Beds |
| • 2037 - Avg. Ratio + 20% Ops.                     | 1,055 Beds |

<u>Current Replacement Jail Solution</u>	<u>1,044 Beds</u>
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- |  |          |
|--|----------|
| • Unit 1 Max Housing                         | 108 Beds |
| • Unit 1 Mental Health/Special Needs Housing | 88 Beds  |
| • Unit 2 General Population Celled Housing   | 384 Beds |
| • Unit 3 General Population Celled Housing   | 384 Beds |
| • Work Release Dorm Housing                  | 80 Beds  |

By 2037 DLR anticipates we will need 1,055 beds. They looked at a number of different scenarios and believe 1,055 is the right number right now on the conservative side. If we had the ability to build whatever we want then the number would be 1,300 beds. It is imperative that the County invest in programs and actually provide the services to reduce recidivism in order to keep us in line with the projections because if we don't the beds will be filled up really quickly. Commissioner Dale said we are looking at the potential of a crisis center to divert people away from jails or involuntary holds in hospitals; it won't solve the problem but it will be valuable to connect them with counselling services and ongoing support once they get out of that crisis mode.

DLR reviewed applying bed projections to the square footage and development of a program. Presently we have 477 beds and out of that number 122 are in the tent jail and 34 in the old jail annex. On any given day we have between 30 and 35 housed people outside of Canyon County. Sheriff Donahue said we have room for 477; the tent is a space holder and it could go away any day if there is a catastrophic tear in the roof, for example, and there would be 122 people we don't have space for. There are 34 inmates in the 1948 jail and there is the dangling number of 255 who should be in jail and that is a real concern and the taxpayers have to realize there is a risk in being that conservative. Ms. Coppenrath said she is concerned about it, but DLR cannot say we need 1,300 beds but if the jail is open in three years you will have capacity for those 255 right away and if you start incarcerating everybody who needs to be incarcerated your rate will come down because people will know

there is space to put them in jail. Our system is going to benefit dramatically from having empty beds right away and it will be scary but when we open at this level and right away come up pretty high in the number of beds that are full but after a little time they will normalize and go down – that’s about a four year cycle.

A news reporter asked what the difference is between the 1,055 bed number and the 1,044 bed number. Ms. Coppenrath said 1,055 is the projection, but 1,044 is the actual number of beds they can design in an efficient manner.

Captain Daren Ward said the 255 number is a snapshot of one day; today, they have 603 people on pretrial release. Sheriff Donahue said part of the problem with our inmate population is if you look at the 600 on pretrial and the other 400 in jail our number of sentenced persons is incredibly low. The national average is 66% should be pretrial and 33% should be sentenced, but Canyon County’s average is 98% as pretrial.

Kirk Adams asked for clarification that the 1,044 bed number includes the 20% vacancy rate but doesn’t include 255 number. That is correct. 1,044 should be an ample amount to meet over 10 years and possibly beyond 20 years of growth.

Paul Alldredge said the news reported on a \$1 million grant to Ada County where they are looking into how to run a jail on cheaper alternatives, and he asked where the money to operate the jail will come from. Commissioner Dale said we are already doing all of those things that Ada County is looking to do with the aid of their grant, in fact, we have been doing it for several years. With regard to the question about funding the operation of the facility, Bill Valdez said it will be addressed in the second segment of the presentation. Once DLR went through the projections and the need they went through concept designs and conceptual planning and from that they developed a staffing model with Captain Ward and the jail staff team, which will be reported on later.

Bob Carpenter asked if the existing jail and the old (1948) jail annex will be demolished and put aside or will they be retained. Commissioner Dale said we wanted to see how we can repurpose those buildings and said it is not our intent to operate two jails; we would require some holding space for court dates and that sort of thing but not a 24/7 jail. Mr. Carpenter asked if the legalization of marijuana would lower the jail population. Captain Ward said there is a very small amount of inmates held on just marijuana charges. Commissioner Dale said this addresses the myth that our jails are full of people who smoked marijuana. Ms. Coppenrath said she’s not aware of any statistically significant changes in jail population based on legalizing marijuana. Sheriff Donahue said we theorize that there is a crime increase because legalizing marijuana leads to methamphetamine use, opiate use and heroin use so we need to put that in perspective.

A news media member asked if we are to the point of making it so police and judges don’t have to make decisions based on jail overcrowding. Sheriff Donahue said the arresting officer will make the decision to arrest someone but whether they stay in jail is a recommendation based on the prosecutor, defense counsel and the jail to a judge. Out of necessity we have been doing that for the past four or five years and have set the model in the state by working to try to keep those numbers down

Natalie Wilhite asked if the study is based on the County already owning the Pond Lane property. Mr. Valdez said designs are based on that property. Ms. Wilhite said education should be at the forefront and there should be a video so everybody can see what’s going on. She asked if the operational costs will be addressed. Mr. Valdez said the last slides go through scenarios and comparables that look at both capital costs as well as additional alternative

mitigations to provide additional beds which would increase additional rental beds beyond the 30-40 we currently have been doing as well as comparing it back to what staffing and operational costs are. Ms. Wilhite asked if grants or private funding is included in the report. Ms. Coppenrath said in terms of construction costs there's not much you can get from the federal government at all and that has been factored in.

Commissioner White extended an invitation to those present today to tour the current jail. The Board took a brief recess at 2:02 p.m. and went back on the record at 2:12 p.m.

Bill Valdez continued with the second part of the PowerPoint presentation and highlights were as follows:

**New Site Info, site plan, full building plans:**

This part will take the space program and apply it to the project site. DLR was asked to do program and planning for the jail and the Sheriff's Office and look at opportunities for locating the Sheriff's Office at the Pond Lane site as well as the opportunity to locate the office at the existing courthouse campus. There is a perceived wetland in the southwest corner of the site; an easement on all sides as well as utility easements, and setbacks on the east and west, and a 70 foot easement that has to be provided off the highway. There is additional housing planned for future phases that would allow the facility to come close to doubling in size, up to 2,000 beds depending on whether they are general population, medium or minimum security, or additional maximum security. That will change whether the growth is 700 beds or if it's over 1,000 beds. We are planning for the future but are building for the now and what our current needs are. Once you incorporate parking and planned future expansion the site is pretty highly utilized so there's not additional space to accommodate the Sheriff's Office on the site which worked out well because the Sheriff's Office had already determined it would be best for them to be located at the current campus.

There was a review of the conceptual floor plans which included a Level 1 plan, a mezzanine level plan, Sheriff's Office Plan Level 1, and Sheriff's Office Plan Level 2. Once they determined it was not viable to put the Sheriff's Office at Pond Lane they looked at whether the Dale Haile facility would be a candidate for adaptive reuse as the Sheriff's facility. The Sheriff's program is about 35,000 square feet and is almost able to accommodate on the entire first floor of the existing jail and it is a great candidate based off the structure and the assessment DLR performed. It still has a lot of years of life within it from a structural standpoint. There has been a great amount of due diligence with regard to ongoing maintenance from electrical and mechanical standpoint but obviously there will have to be modifications in converting it to more of an office building function. It makes a lot of sense. They looked at a brand new facility and they looked cost models and in comparing the new facility that would be 35,000 square feet and comparing to the adaptive reuse. The K-9 unit would be the only unit on the second floor and the remaining cells left in place will be for court transport, transfer of inmates for holding as they wait for their time in court. The balance would not be unutilized at this point but would be available for any other County function. There will need to be a stair added for an egress corridor if it changes from a jail function to an office function. Converting from a jail to the Sheriff's Office would be very cost effective and efficient.

**Building Massing and Exterior Materials:**

The Pond Lane site is very agricultural and so they anticipate something very simple as far as materiality and form. Exterior walls won't have windows; roofs of the housing units will have skylights and the only windows would be in the staff occupied areas but there will be

public windows. The outdoor recreation areas are enclosed and covered (secured) but will allow for fresh air and daylight. It will be a low scale building. Although this is not finalized it allowed them to develop an understanding of materiality, size, and form so they could sit with consultants to develop an accurate cost model for what the facility would actually cost. Paul Alldredge said a heavy winter, like last year's, would be a killer to a flat roof and he asked how they plan to deal with the snow load. Mr. Valdez said it is designed to accommodate snow loads based on the regions they are in. It will have a minimum slope which allows for drainage to the perimeter of the roof so as not to capture rainwater or snow melt eliminating maintenance or concerns and having as minimal amount of internal roof drains as possible. The structural systems and bays are designed to accommodate the regional code requirements for snow load and drift loads.

Darin Taylor asked questions about the location of an attorney route within the facility and whether the pond on the property can be located to the southeast corner of the site so that more parking can be utilized in that area. He asked if the fire truck access extends all the way around the building. He also asked about the location of outdoor recreation areas.

**Cost Model:**

Total project budget: \$198,615,129 (total building and site work construction)

**Additive Alternatives:**

Alt 1 Sheriff's Office Renovation: \$22,527,700

Alt 2 Sheriff's Office Replacement (build a brand new facility for Sheriffs' Office): \$29,841,500

**Staffing Plan:**

Ms. Coppenrath reviewed the staffing plan. We could run this facility that is double the size with only 11 more employees and we could open with very similar staffing and over time as we open additional units and accommodate that growth we could bring on additional staff coming up to the total staffing plan indicated at 173 correctional staff.

**Review of Project Options/Scenario:**

They looked at different scenarios; bed need, capital cost and annual operations cost. It showed that a new jail would be more cost effective because of the cost of rental beds and due to the efficiency of staffing to be able to operate it makes it more efficient. This was based off a 20-year horizon of 1,044 beds. From an efficiency standpoint we are not going to need 1,044 beds from the very start. DLR did the same analysis looking at a linear growth of going from 779 beds from the day of opening up to 20-year horizon of at that point needing 1,044 beds, modifying the contract beds creating an average over that time period, and doing the same thing on staffing to be able to say looking at this scenario the numbers were closer but with still a new facility being more cost effective. In considering the 255 who are on pretrial but should be in jail they looked at doing a 50% credit off that pretrial number of 125 beds. With this it shows while numbers are getting closer a new construction is still more cost effective while closer and more similar to an expansion of the existing facility. An expansion still has a requirement of substantial amount of contract beds which we have determined they are not available within the state.

Commissioner Dale said the analysis helps clarify where we are in our options. The Dale Haile expansion opportunity doesn't exist because the city said they don't want it here but it was a great exercise to see it would have been \$20 million more than what a new facility would cost over the 20-year period of time. He said when he first heard some of the cost



figures his jaw dropped. There's a price to a facility like this and there is also a cost to our taxpayers so one of the things that is critical for us to understand is what does this cost per \$100,000 of assessed taxable value, which is the standard benchmark for bonds, so he asked Controller Zach Wagoner to provide some information.

Zach Wagoner said based on a \$198 million bond at 5% interest with a 20-year repayment that would be annual debt service of \$16 million. Currently the County has \$12 billion in taxable value so that would be a levy rate of .0013 so on \$100,000 of taxable value your property tax would be around \$132. Ten years ago when the County tried to pass a bond the cost would have been around \$100 per \$100,000 of taxable value. Commissioner Dale said the reason for the reduction is because we had a large increase in assessed value within the County over the last 10 years. 10 years ago it was around \$7 billion and now we're at \$12 billion.

Darin Taylor asked how questions about the camera monitoring system and whether the \$198 million cost includes a CCTV system. Ms. Coppenrath said the costs are included. There are over 500 cameras but not all are meant to be monitored, some are there just to record. Security systems are smartly managed and similar facilities are doing it efficiently and effectively and that is part of the staffing analysis. Mr. Taylor asked if the data storage system is on site or is it at the campus. Ms. Coppenrath said the \$198 million includes the equipment required to make the system functional. Mr. Valdez said the data storage will be wherever the judge is located at. Mr. Taylor said \$198 million cost is a shocking number and asked if the numbers are planning level numbers or are they based on actual plans that have been developed as far as construction plans and operation plans. Mr. Valdez said they are based off the square footage for the 20-year buildout which is the 1,044 beds. They made an assumption of a construction manager general contractor during the design process that provides expertise to the County and the design team and that does have an effect on the capital costs upfront so they incorporated that. It is based off the escalation growths and timing which is based on if we get something funded in the near future. Mr. Taylor said with regard to the remodeling/expanding the Dale Haile facility, the cost per bed approach he came up with is about \$31,000 per bed and to construct a new facility using the numbers talked about today it's about \$190,000 per bed and so as a taxpayer he would prefer not to spend money today that's going to last a short duration. He would rather the \$31,000 per bed go toward a new facility with a lifespan of 70 years. Even though they are huge numbers and one is less than the other when you take the long-term view there's only one clear answer and that is the new facility. Supporting that approach is the increased population. The \$198 million gets us the first three pods out of six. It's a clear path for the County when we are considering taxpayer dollars for the long-term and he is in support of it.

Commissioner Dale said the next phase is to engage the community and get as much information out as we can and once the County receives the written report it will be posted to our website.

Ben Petzinger from Okland asked where the projects used for the square foot and per bed metrics were located. Mr. Valdez said the facilities that the Sheriff's Office toured were in Washington, one was south of Seattle and one was in Skagit County north of Seattle. When they were constructed and bid (one was six years ago and one was three years ago) they were roughly in that \$100,000 to \$110,000 per bed timeframe. These cost models are based off the current construction market in Canyon County and based off current costs for materials, labor, labor force, and material shipping costs. Mr. Petzinger asked what

percentage is anticipated for the design fee. Mr. Valdez said some are built into contingencies, some are based off FF&E, and some are hard costs. Most are based off regional or state fee models for doing government work. DLR compared those against the Washington state fee schedule as well as some fee schedules for doing government work in Idaho to be able to add those in.

Sheriff Donahue asked for an estimate of the construction cost if we delayed for six months. Mr. Valdez said construction costs increase per escalation and the industry is increasing at 5% to 5.5%. In the coming years they think it will normalize around 4% to 4.5% so in the models they are carrying a 4.5% escalation to the midpoint of construction. That is \$10 million a year in escalation so if we delayed six months that's about \$5 million in escalation, and three months would be \$3 million in escalation if everything holds true based off that 4.5%.

Commissioner White said when you're doing something like this and giving a cost forecast there is a possibility that it will be less and she has hope that as we go forward we will see that. She said this is the people's decision and she thanked the public for attending the meeting and said we have to come together and decide how we are going to address this, and if not with a bond then how are we to address it because it won't go away, it will only get worse. If the citizens do not want a bond then we need more options and we need to partner and move forward on this problem because it is a public safety crisis and she does not want to gamble with the lives of the Canyon County citizens.

Commissioner Dale said this process has been going on for 11 years and prior to that we knew we had an inadequate facility. A bond has been voted down three times and we do not have the option of doing nothing. We are presenting to the community a scientific deep dive approach to assessing the long-term needs for jail space and a strategic plan for moving forward. It's not a pleasant to think about but it is necessary; status quo is not acceptable and the longer we wait the more expensive it will be. 10 years ago when we looked at a facility of 800 beds the cost has more than doubled from that point to now and if we continue to wait it will increase even more. It's a big number but we have to dig in and do it because public safety is at stake.

The meeting concluded at 3:51 p.m. An audio recording is on file in the Commissioners' Office.

RESCHEDULE PUBLIC HEARING IN THE MATTER OF A REQUEST BY JULIE DEGITZ FOR A PRELIMINARY PLAT AND IRRIGATION PLAN FOR JUBILEE PARADISE SUBDIVISION, CASE NO. PH2016-29

The Board met today at 3:51 p.m. to go on the record to reschedule the public hearing in the matter of a request by Julie Degitz for a preliminary plat and irrigation plan for Jubilee Paradise Subdivision, Case No. PH2016-29. Present were: Commissioners Tom Dale and Pam White, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to table the hearing to October 31, 2017 at 10:00 a.m. The matter concluded at 3:52 p.m. An audio recording is on file in the Commissioners' Office.

FOURTEENTH DAY OF THE OCTOBER TERM, A.D., 2017  
CALDWELL, IDAHO OCTOBER 27, 2017

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

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Northwest Service Technologies in the amount of \$7109.00 for the Facilities department
- The Blind Gallery in the amount of \$10,722.00 for the Facilities department
- Wall 2 Wall Flooring in the amount of \$49,786.43 for the Facilities department
- Amazon.com in the amount of \$2996.00 for the Information Technology department
- HP, Inc. in the amount of \$2086.37 for the Information Technology department
- SPS: A Converge One Company in the amount of \$20,511.84 for the Information Technology department

#### APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for The Piper Pub & Grill to be used 11/4/17 for a wedding.

#### LEGAL STAFF UPDATE AND CONSIDER AGENDA ITEMS

The Board met today at 9:03 a.m. for a legal staff update and to consider agenda items. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Allen Shoff, Deputy P.A. David Eames, Deputy P.A. Brad Goodsell, Parks Director Nicki Schwend (left at 9:14 a.m.), Indigent Services Director Yvonne Baker (arrived at 9:12 a.m. and left at 9:24 a.m.), Chief Deputy Assessor Joe Cox (arrived at 9:23 a.m.) and Deputy Clerk Jenen Ross.

***Consider signing cooperative agreement with Valley Regional Transit for annual assessment and service contribution:*** Allen Shoff said this is a yearly assessment for the portion of the program that is paid for by Canyon County, the request this year is for \$36,422 which provides for major lines between Nampa, Caldwell, Middleton, Meridian and Boise. There haven't been any changes to the agreement and the county is indemnified by Valley Regional Transit. Upon the motion by Commissioner White and second by Commissioner Dale the Board voted unanimously to sign the cooperative agreement with Valley Regional Transit for annual assessment and service contribution (see agreement no. 17-146).

***Consider signing memorandum of understanding between Idaho Department of Fish and Game and Canyon County Parks, Cultural, & Natural Resources concerning cooperative management of Wilson Ponds and Martin Landing access sites:*** Allen Shoff explained Fish and Game owns approximately 155 acres across several different sites including Wilson Ponds and Martin Landing, the parks department will manage these locations and collect fees at Martin Landing to be reinvested back into that access site. Fish and Game will continue to maintain the state hunting and fishing rules. This is a 10 year agreement and there would be no charges to the county. Upon the motion by Commissioner White and second by Commissioner Dale the board voted unanimously to sign the memorandum of understanding between Idaho Department of Fish and Game and Canyon County Parks, Cultural, & Natural Resources concerning cooperative management of Wilson Ponds and Martin Landing access sites (see agreement no. 17-144).

***Consider signing memorandum of agreement for medical and non-medical indigent care in Canyon County:*** David Eames and Yvonne Baker explained that this is an agreement with Advocates Against Family Violence for a grant that the county provides in cooperation with the Indigent department. When this agreement was previously before the Board Commissioner White had questions regarding the counseling. Ms. Baker has been able to confirm that the counselor is a licensed, practicing counselor with all the counseling taking place at AAFV. The county provides a \$50,000 grant to assist in paying for counseling or emergency shelter. Upon the motion by Commissioner White and second by Commissioner Dale the Board voted unanimously to sign the memorandum of agreement for medical and non-medical indigent care in Canyon County (see agreement no. 17-145)

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

*Note for the record: As properly noticed the Board met today at 9:25 a.m. for a legal staff update. A request was made to go into Executive Session to discuss records exempt from public disclosure and attorney-client communication. The Executive Session was held as follows:*

Commissioner White made a motion to go into Executive Session at 9:25 a.m. pursuant to Idaho Code, Section 74-206(1) (d). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Brad Goodsell, Chief Deputy Assessor Joe Cox and Deputy Clerk Jenen Ross. The Executive Session concluded at 9:42 a.m. with no decision being called for in open session.

The meeting concluded at 9:42 a.m. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

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

The Board met today at 9:42 a.m. for a biweekly meeting with the Human Resources Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Pam White, HR Director Sue Baumgart and Deputy Clerk Jenen Ross. Director Baumgart updated the Board on the following items: There were 195 attendees at the wellness fair with approximately 138 flu shots given and 83 blood screenings scheduled. Overall she feels the event was a success and based on these numbers they will evaluate what they'd like to do moving forward. Nicole Ahlstrom has been working on a "benefits-at-a-glance" pamphlet which goes over the basics of the health plan. They have been using it while meeting with people for open enrollment and will get it on the website for everyone to view. Open enrollment will happen November 1-15 and the generalists have been meeting with offices and departments to answer any questions. The weed and gopher job has been posted, once the job description is reviewed and approved that will be added to the posting. Ms. Baumgart is continuing to work with the PA's office to update and revise the personnel manual. The meeting concluded at 9:57 a.m. An audio recording is on file in the Commissioners' Office.

FIFTEENTH DAY OF THE OCTOBER TERM, A.D., 2017  
CALDWELL, IDAHO OCTOBER 30, 2017

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

APPROVED CLAIMS ORDER NO. 11-9-17

The Board of Commissioners approved payment of County claims in the amount of \$29,118.96 and \$48,517.68 for accounts payable.

APPROVED CLAIMS ORDER NO. 9-29-17

The Board of Commissioners approved payment of County claims in the amount of \$136,018.00 and \$6867.60 for accounts payable.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for: Raising Our Bar dba Raising Our Bar (see resolution no. 17-183).

### COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:42 a.m. for an office staff meeting. Present were: Commissioners Tom Dale and Pam White, PIO Joe Decker, Deputy Clerk Jenen Ross, Sr. Administrative Specialist Jamie Miller, and Deputy Clerk Monica Reeves. The Board reviewed this week's schedule with staff. Joe Decker reported on the following communication items: On November 16<sup>th</sup> the Prosecutor is going to recognize Claire Roper for 30 years of volunteer service on the Canyon County Board of Community Guardians so he will prepare a press release for the event; Fox Nine News does a Jefferson award so he may nominate Ms. Roper for that community service award; early voting is still happening in the Elections Office; he is working on a veterans slide show to display photos of employees or their families who served in the military; and the courthouse will be closed next Friday for Veterans Day. The meeting concluded at 8:52 a.m. An audio recording is on file in the Commissioners' Office.

### LEGAL STAFF UPDATE AND CONSIDER AGENDA ITEMS

The Board met today at 9:08 a.m. for a legal staff update and to consider agenda items. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. David Eames, HR Director Sue Baumgart (left at 9:10 a.m.) and Deputy Clerk Jenen Ross.

***Consider signing a resolution to adopt changes to the job description of the Weed & Gopher Superintendent position:*** Director Baumgart said there really are not too many changes to the job description, the only real changes include editing and shortening of the description, she removed the classification summary, otherwise it is similar to the previous job description. Upon the motion by Commissioner White and second by Commissioner Dale to Board voted unanimously to sign the resolution to adopt changes to the job description of the Weed & Gopher Superintendent position (see resolution no. 17-182).

***Consider signing Data Works Plus maintenance and support agreement for Juvenile Detention:*** David Eames said this agreement goes along with a piece of equipment used for testing. The equipment was purchased years ago but this agreement is for the software updates and hardware support. The cost of the agreement is \$3500.70 which is only a slight increase from previous years and has been reviewed by both Steve Jett and Mr. Eames without any issues. Upon the motion by Commissioner White and second by Commissioner Dale the Board voted unanimously to sign the Data Works Plus maintenance and support agreement for Juvenile Detention (see agreement no. 17-148).

There were no items for discussion at the legal staff update. The meeting concluded at 9:13 a.m. An audio recording is on file in the Commissioners' Office.

### CONSIDER SIGNING CANYON COUNTY HISTORIC PRESERVATION SUPPORT AWARD AGREEMENTS

The Board met today at 9:31 a.m. to consider signing County Historic Preservation Support Award Agreements. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Zach Wesley and Deputy Clerk Jenen Ross. Zach Wesley said these are the final agreements for the historic support awards as recommended by the Historic Preservation Commission. Upon the motion by Commissioner White and second by Commissioner Dale the Board voted unanimously to sign the Canyon County Historic Preservation Support Award agreements with Melba Valley Historical Society (see agreement no. 17-150), Historical Society of Middleton (see agreement no. 17-151), Canyon County Historical Society (see agreement no. 17-152), Friends of the Nampa Public Library (see agreement no. 17-153), Joseph H. Murray Post 18 American Legion (see agreement no. 17-154), Greenleaf Historical Society (see agreement no. 17-155) and Caldwell Historical Society (see agreement no. 17-148). The meeting concluded at 9:33 a.m. An audio recording is on file in the Commissioners' Office.

SIXTEENTH DAY OF THE OCTOBER TERM, A.D., 2017  
CALDWELL, IDAHO OCTOBER 31, 2017

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

APPROVED CLAIMS ORDER NO. 9-29-17

The Board of Commissioners approved payment of County claims in the amount of \$11,029.92 for accounts payable.

APPROVED CLAIMS ORDER NO. 11-9-17

The Board of Commissioners approved payment of County claims in the amount of \$81,897.27 and \$75,538.19 for accounts payable.

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

The Board met today at 8:36 a.m. for a biweekly meeting with the Directors of Facilities and Information Technology to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Facilities Director Paul Navarro, IT Director Greg Rast, Assistant IT Director Eric Jensen and Deputy Clerk Jenen Ross. Director Navarro updated the Board on the following items: He has been working with IT on the new point to point wireless at Celebration Park; they will be bringing

wireless to the museum, the shop and the office. The project will start Monday and he anticipates being out there about a week. Fairground projects will also start on Monday with paint and arena heaters; the fairground projects are anticipated to take approximately 4 weeks. New carpet will be going in at the DMV. Director Navarro's staff will be helping to hang some new signs at the University of Idaho Extension office. The well at Celebration Park is one step closer; they recently met with SPF Engineering and they have bid docs ready. It has been discovered that the brown outs at the landfill are due to the large pivot irrigation lines that are still running. There is no solution at this point but Idaho Power is still gathering more information and looking for a solution. Mr. Navarro's department is gearing up for winter; there is a snowplow coming and they will look to purchase ice melt directly from the manufacturer with 6-7 pallets to be purchased and shared with the parks department. Syringa Networks will be meeting with facilities to figure out how to bring fiber optics into the building.

Director Rast and Mr. Jensen updated the Board on the following items: In regards to the microwave connectivity project they have the connection from the maintenance shop to fleet and then to the landfill. The hardware is set up, aligned and running. They are currently waiting on a building permit to start work at the Lake Lowell site. The wireless units for Celebration Park came in yesterday. The Family Court Services website rebuild is now underway; the fair website is also being worked on. They are about  $\frac{3}{4}$  way done with the ID badges for the Sheriff's Office. The Assessor has also expressed interest in the badges for his staff out in the field so the IT department may work on a template for that office. There is potential that the PA's Office, DSD, probation and other cities may be interested in using this service for their ID badges; there is a \$5.00 charge for each so this could also be revenue generating. The GIS investigation has been mostly completed by the City of Caldwell and two subpoenas have been served to see if there are any additional links back to Idaho as it has been tracked to a GIS analyst in Oregon. The jury wheel data refresh is in process; this is a clean-up that has to be done every 2 years in order to keep the jury selection pool updated. Director Rast's department is also working to build a program for DSD to replace the Accela program. The OnBase program is finally getting rolling, the Assessor's Office has gone live and is 100% digital; DSD will be the next department to be brought onto the OnBase program. The Windows 10 update should be completed by Christmas, there are just a few groups left to be done. Mr. Rast said they have one very good prospect for the IT Business Analyst position and he hopes the offer will go out either today or tomorrow. The meeting concluded at 9:00 a.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE AND CONSIDER SIGNING ROMEO ENTERTAINMENT GROUP AND CANYON COUNTY FAIR AGREEMENT

The Board met today at 9:06 a.m. for a legal staff update and to consider signing Romeo Entertainment Group and Canyon County Fair agreement. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley, Fair Director Diana Sinner (left at 9:08 a.m.), DSD Director Tricia Nilsson and Deputy Clerk Jenen Ross. Diana Sinner said that Romeo entertainment has been the long time entertainment buyer for the fair. They've worked well with fair staff in previous years and Ms. Sinner would like to continue



working with them. Zach Wesley explained this is the over-arching agreement and once the acts are narrowed down there will be agreements with those specific acts. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to sign the agreement with Romeo Entertainment Group (see agreement no. 17-156).

*As part of the legal staff update a request was made to go into Executive Session to discuss a personnel matter and records exempt from public disclosure. The Executive Session was held as follows:*

**EXECUTIVE SESSION – PERSONNEL MATTER AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE**

Commissioner White made a motion to go into Executive Session at 9:09 a.m. pursuant to Idaho Code, Section 74-206(1) (b) and (d). The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley, DSD Director Tricia Nilsson and Deputy Clerk Jenen Ross. The Executive Session concluded at 9:29 a.m. with no decision being called for in open session.

An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

**PUBLIC HEARING – PRELIMINARY PLAT AND IRRIGATION PLAN FOR JUBILEE PARADISE SUBDIVISION**

The Board met today at 10:01 a.m. to conduct a public hearing in the matter of a request by Julie Degitz for preliminary plat and irrigation plan approval of Jubilee Paradise Subdivision. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, DSD Planner Jenn Almeida, Carl Porter, and Deputy Clerk Monica Reeves. Jennifer Almeida gave the oral staff report. The property was rezoned from agricultural to rural residential in December of 2012, and the P&Z Commission recommended approval of the preliminary plat on September 21, 2017. The proposed lots meet the minimum average lot size and both lots have frontage onto Middleton Road. Lot 2, Block 1 contains the existing residence and Lot 1, Block 1 will be required to obtain an approach permit at the time of building permit on that lot. The existing residence has an established underground system and Lot 1, Block 1 will utilize the existing gravity system. The development will be served by individual wells and septic system. The applicant has completed a letter of map amendment. Keller & Associates has reviewed the plat and the required modifications noted in the letter have been made by the applicant. Staff is recommending the preliminary plat be approved. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to close the public hearing. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to approve the Findings of Fact, Conclusions of Law and Order, and conditions of approval for the preliminary plat and irrigation plan for Jubilee Paradise Subdivision. The hearing concluded at 10:06 a.m. An audio recording is on file in the Commissioners' Office.

SEVENTEENTH DAY OF THE OCTOBER TERM, A.D., 2017  
CALDWELL, IDAHO NOVEMBER 1, 2017

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

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Wall 2 Wall Flooring in the amount of \$29,121.78 for the Facilities department
- Rodda Paint in the amount of \$5976.70 for the Fair

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

The Board approved a salary rate request and/or key & security access request form for Stephanie Hailey, Elizabeth Leonard, Keshia Mendez-Ornelas and Lea Durfee.

#### APPROVED TRANSFER OF SICK LEAVE TIME TO VACATION TIME

The Board approved the transfer of sick leave time to vacation time for Elda Catalano.

#### INDIGENT DECISIONS

The Board met today at 8:48 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale and Steve Rule, Indigent Customer Service Specialist Robin Sneegas and Deputy Clerk Jenen Ross. Ms. Sneegas said the following cases do not meet the criteria for county assistance: 2017-1687, 2017-1685, 2017-1668, 2018-0048, 2017-1698, 2018-0071, 2018-0052, 2017-1564, 2017-1673, 2017-1669, 2017-1693, 2017-1686, 2018-0078 and 2017-1455 – upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to issue initial denials on the cases as read into the record with written decisions to be issued within 30 days. The meeting concluded at 8:50 a.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE AND CONSIDER SIGNING AGENDA ITEMS

The Board met today at 9:07 a.m. for a legal staff update and to consider agenda items. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. David Eames, Deputy P.A. Allen Shoff, Sheriff's Office Sergeant Rob Whitney (left at 9:09 a.m.), Juvenile Detention

Director Steve Jett (left at 9:09 a.m.) and Deputy Clerk Jenen Ross. The agenda items were considered as follows:

***DataWorks Plus maintenance and support agreement for Canyon County Sheriff's***

***Office:*** David Eames said this agreement is for equipment, software, hardware and support for testing equipment in the Sheriff's Office and jail. This agreement is for 3 machines for a cost of \$10,197. Sergeant Whitney has reviewed the agreement and the Sheriff's Office is okay with the contract and cost. Sergeant Whitney also clarified that these machines are fingerprint machines and used for concealed weapon applicants and inmates. Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to sign the agreement with DataWorks Plus (see agreement no. 17-157).

***Consider signing Celebration Park – Vastine Family refuse and storage bins location***

***agreement:*** Allen Shoff explained that the Vastine Family owns property adjacent to Celebration Park and their property is the best place to put the storage and refuse bins. The Vastine's have been very open to the idea and are willing to allow these bins to be placed on their property. There is no charge for the space for the bins but the Parks department has agreed to keep the area maintained. Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to sign the agreement with the Vastine Family (see agreement no. 17-158).

There were no items for discussion at the legal staff update. The meeting concluded at 9:11 a.m. An audio recording is on file in the Commissioners' Office.

**PUBLIC HEARING TO CONSIDER A REQUEST BY BARRY BUTLER FOR A PRELIMINARY PLAT AND FINAL PLAT FOR WILLIS SUBDIVISION, CASE NO. PH2017-24**

The Board met today at 11:01 a.m. to conduct a public hearing in the matter of a request by Barry Butler for a preliminary plat and final plat for Willis Subdivision, Case No. PH2017-24. Present were: Commissioners Tom Dale and Steve Rule, DSD Director Tricia Nilsson, DSD Planner Jenn Almeida, Pat Tealey, and Deputy Clerk Monica Reeves. The property is located at 18814 Locust Lane in Caldwell. Jennifer Almeida gave the oral staff report. The property is zoned conditionally as rural residential and one of the requirements was that this one lot be platted. The applicant has applied for a short plat; the preliminary plat was recommended for approval by the P&Z Commission on July 20, 2017. The residential lot has frontage on Locust Lane which is a paved public road; an individual domestic well and individual septic are proposed for the site. The property will utilize the existing gravity irrigation system. Keller and Associates has reviewed the plat and the requested modifications have been made by the surveyor. There are no subdivision improvements that necessitate any bonding. It meets Idaho Code and Canyon County Zoning Ordinance requirements for both plats. Staff is recommending approval of the subdivision. Pat Tealey did not offer testimony. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to close public testimony. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to approve the preliminary plat and authorize the Chairman to sign the final plat for Willis Subdivision. Upon the motion of

Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to approve the corrected Findings of Fact, Conclusions of Law and Order for Willis Subdivision. The hearing concluded at 11:04 a.m. An audio recording is on file in the Commissioners' Office.

EIGHTEENTH DAY OF THE OCTOBER TERM, A.D., 2017  
CALDWELL, IDAHO NOVEMBER 2, 2017

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

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- HP, Inc. in the amount of \$6308.82 for the Information Technology department

#### INDIGENT DECISIONS

The Board met today at 8:52 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale, Pam White and Steve Rule (arrived at 8:57 a.m.), Director of Indigent Services Yvonne Baker, Hearing Generalist Kellie George, Deputy P.A. David Eames (arrived at 8:58 a.m.) and Deputy Clerk Jenen Ross. Yvonne Baker said that on case no. 2013-1112 the applicant would like to refinance her home but in order to do that they need the county lien to be subordinated. Upon the motion by Commissioner White and second by Commissioner Dale the Board voted unanimously to sign the subordination agreement. Kellie George said the following cases have all been resolved and she is requesting they be approved: 2017-609, 2017-1291, 2017-564, 2017-590, 2017-1162, 2016-1199, 2015-1383 and 2015-976. Upon the motion by Commissioner White and second by Commissioner Rule the Board voted unanimously to approve the cases as read into the record with written decisions to be issued within 30 days. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to continue case nos. 2017-1201, 2017-1178, 2017-1356, 2017-1732, 2017-1589, 2017-1532, 2017-1515, 2017-1453 and 2017-1535. Upon the motion by Commissioner White and second by Commissioner Rule the Board voted unanimously to place case no. 2017-1145 into suspension. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to issue denials for case nos. 2017-1118, 2017-334 and 2017-801 with written decisions to be issued within 30 days. The meeting concluded at 9:04 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-1288

The Board met today at 9:07 a.m. to conduct a medical indigency hearing for Case No. 2017-1288. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Hearing Generalist Kellie George, the applicant, Julie Wood with MedData for St. Alphonsus, Attorney Bryan Nickels for St. Alphonsus and Deputy Clerk Jenen Ross. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to approve the case with a written decision to be issued within 30 days. The hearing concluded at 9:13 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-1315

The Board met today at 9:17 a.m. to conduct a medical indigency hearing for Case No. 2017-1315. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Director of Indigent Services Yvonne Baker, Hearing Generalist Kellie George, the applicant, Kassi Glasgow for St. Lukes, Attorney Mark Peterson for St. Lukes and Deputy Clerk Jenen Ross. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to continue the case to January 25, 2018. The hearing concluded at 9:31 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-1283

The Board met today at 9:33 a.m. to conduct a medical indigency hearing for Case No. 2017-1283. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Director of Indigent Services Yvonne Baker, Hearing Generalist Kellie George, Tim Ryan for St. Alphonsus, Attorney Bryan Nickels for St. Alphonsus and Deputy Clerk Jenen Ross. The applicant did not appear. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to continue the case to February 8, 2018. The hearing concluded at 9:47 a.m. An audio recording is on file in the Commissioners' Office.

#### INDIGENT MATTERS

The Board met today at 9:51 a.m. to consider indigent matters. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Director of Indigent Services Yvonne Baker, Hearing Generalist Kellie George and Deputy Clerk Jenen Ross. Upon the motion by Commissioner White and second by Commissioner Rule the Board voted unanimously to issue final denials with written decisions to be issued within 30 days on the following cases: 2017-1292, 2017-1235 and 2017-1250. The meeting concluded at 9:52 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING A RESOLUTION TO ISSUE A REFUND FOR A RETRO MECHANICAL INSTALLATION PERMIT TO LINDA TUMA

The Board met today at 10:08 a.m. to consider signing a resolution to issue a refund for a retro mechanical installation permit to Linda Tuma. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Director of DSD Tricia Nilsson and Deputy Clerk Jenen Ross. Director Nilsson said this refund is due because this property is located in the city limits of Caldwell and the permit needs to be issued thru them. Upon the motion of Commissioner Rule and second by Commissioner White the Board voted unanimously to sign the resolution issuing the refund to Linda Tuma (see resolution no. 17-184). The meeting concluded at 10:09 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION PURSUANT TO I.C. 74-206(1) (B) TO DISCUSS PERSONNEL ISSUES RELATED TO SPECIFIC EMPLOYEES AND RELATED DOCUMENTS

Commissioner White made a motion to go into Executive Session at 11:01 a.m. pursuant to Idaho Code, Section 74-206 (1) (b) to discuss a personnel matter. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley, Parks Director Nicki Schwend, HR Generalist Jennifer Allen, and Deputy Clerk Monica Reeves. The Executive Session concluded at 11:10 a.m. with no decision being called for in open session.

PUBLIC HEARING – REQUEST BY ROBERT COOPER FOR A COMPREHENSIVE PLAN FUTURE LAND USE MAP CHANGE/AMENDMENT AND A CONCURRENT REZONE, CASE NO. CPR-PH2017-50

The Board met today at 1:32 p.m. for a public hearing to consider a request by Robert Cooper for a comprehensive plan future land use map change/amendment and a concurrent rezone for Case No. CPR-2017-50. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, DSD Planner Debbie Root, Robert Cooper, and Deputy Clerk Monica Reeves. Debbie Root gave the oral staff report. The applicant is requesting to amend the comprehensive plan future land use map to change the land use designation from "Agriculture" to "Residential" for a parcel that is 2.989 acres for the purpose of dividing it into two pieces. The applicant is also requesting a concurrent rezone from "A" (Agricultural) to "R1" (Single Family Residential). The subject property is located at 26749 Boehner Road in Wilder in a portion of the SE quarter of Section 34, Township 4N, Range 5W, approximately 1100 feet west of the intersection of Batt Corner Road and Boehner Road. The P&Z Commission forwarded the proposed comprehensive plan future land use map amendment and concurrent rezone with a recommendation of approval on September 21, 2017. Staff is recommending approval. Mr. Cooper did not wish to offer testimony today. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to close the public hearing. Commissioner White made a motion to approve the comprehensive plan future land use amendment. The motion was seconded by

Commissioner Rule. The motion carried unanimously. Upon the motion of Commissioner Rule and the second by Commissioner White the Board voted unanimously to approve the zoning map amendment. Upon the motion of Commissioner White and the second by Commissioner Rule the Board voted unanimously to approve the Findings of Fact, Conclusions of Law and Order, as well as the resolution for the Comprehensive Plan Map Amendment, and the Ordinance for the Zoning Map Amendment. (See Resolution No. 17-185 and Ordinance No. 17-019.) The hearing concluded at 1:39 p.m. An audio recording is on file in the Commissioners' Office.

NINETEENTH DAY OF THE OCTOBER TERM, A.D., 2017  
CALDWELL, IDAHO NOVEMBER 3, 2017

PRESENT: Commissioner Tom Dale, Chairman  
Commissioner Pam White – Washington Co. Magistrate Judge interviews  
Commissioner Steve Rule  
Deputy Clerk Monica Reeves / Jenen Ross

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Informa Software in the amount of \$5400.00 for the Information Technology department

#### SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for Try Pi Nampa, LLC dba Blaze Pizza (see resolution no. 17-186).

TWENTIETH DAY OF THE OCTOBER TERM, A.D., 2017  
CALDWELL, IDAHO NOVEMBER 6, 2017

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

#### APPROVED CLAIMS ORDER NO. 9-29-17

The Board of Commissioners approved payment of County claims in the amount of \$51,079.33 for accounts payable.

#### APPROVED CLAIMS ORDER NO. 11-9-17

The Board of Commissioners approved payment of County claims in the amount of \$65,633.61, \$504,037.93, \$36,420.99 and \$93,825.94 for accounts payable.

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Plumb Master in the amount of \$2657.00 for the Facilities department
- Advanced Automation in the amount of \$47,020.00 for the Facilities department
- Advanced Automation in the amount of \$21,916.00 for the Facilities department

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

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

#### COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:37 a.m. for an office staff meeting. Present were: Commissioners Tom Dale, Pam White and Steve Rule, PIO Joe Decker, Deputy Clerk Jenen Ross, Sr. Administrative Specialist Jamie Miller, and Deputy Clerk Monica Reeves. The Board reviewed this week's schedule with staff. Joe Decker reported on the following communication items: he is working on the Veterans Day slideshow that will be displayed on the monitors in the courthouse and administration building lobbies; he will be the webmaster today while Nick Toves is out of the office; tomorrow is election day and depending on how late he is here on Tuesday night he may not attend Wednesday's LEPC meeting; he will work on KBOI talking points; and he will work on the Veterans Day office closure notices. The meeting concluded at 8:46 a.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE AND CONSIDER AGENDA ITEMS

The Board met today at 9:00 a.m. for a legal staff update and to consider agenda items. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Sam Laugheed, Lt. Dave Schorzman (left at 9:12 a.m.), Chief Deputy Clerk Drew Maffei (left at 9:06 a.m.), Deputy P.A. Zach Wesley, Deputy P.A. Allen Shoff, Controller Zach Wagoner (left at 9:12 a.m.) and Deputy Clerk Jenen Ross. The agenda items were considered as follows:

***Consider signing Idaho Office of Emergency Management 2017 subrecipient agreement for Canyon County:*** Sam Laugheed said the standards, terms and conditions of



this agreement are the same as they have been for several years and does not see any reason not to move forward. Lt. Schorzman explained that this is a reimbursement of \$.50 on the dollar of money they spent on two different projects this year. One of those projects is Lt. Schorzman's salary and benefits and the other is the Motorola service maintenance agreement. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to sign the Idaho Office of Emergency Management 2017 subrecipient agreement for Canyon County (see agreement no. 17-163).

***Consider signing independent contractor agreements for Court Interpreters Andrew Robinovich, Helena Green and Paul Minh Tu:*** Allen Shoff explained this is to build the roster of court interpreters. They have three new languages so these three interpreters will help with that. Helena Green is a Russian interpreter, Andrew Robinovich is a Romanian interpreter and Paul Minh Tu is a Vietnamese interpreter. Upon the motion by Commissioner White and second by Commissioner Rule the Board voted unanimously to sign the agreements with court interpreters Andrew Robinovich (see agreement no. 17-159), Helena Green (see agreement no. 17-160) and Paul Minh Tu (see agreement no. 17-161).

***Consider signing firearm storage and transfer agreement with Mobile Home Locators Inc. dba Al's Pawn and Sports:*** Zach Wesley said this is a new agreement the Sheriff's Office is looking to enter into with Al's Pawn and Sports to handle the firearm storage and transfer that occurs when a private party, through a court process, has the Sheriff's Office seize a firearm for sale due to a judgment against the firearm owner. This agreement will allow Al's Pawn and Sports to act as the federal agent of the Sheriff's Office to accomplish these sales. They have a federal firearms license and the registration and authority to conduct a background check on someone trying to purchase a firearm. In addition to this, it will allow the Sheriff's Office to store the firearms separate from their own firearms. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to sign the agreement with Mobile Home Locators Inc. dba Al's Pawn and Sports (see agreement no. 17162).

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

#### FILE IN MINUTES

The Board filed the Treasurer's Monthly report for September 2017, the quarterly report for July thru September 2017 and the annual report for October 2016 thru September 2017 in today's minutes.

TWENTY-FIRST DAY OF THE OCTOBER TERM, A.D., 2017  
CALDWELL, IDAHO NOVEMBER 7, 2017

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

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

APPROVED CLAIMS ORDER NO. 1803

The Board of Commissioners approved payment of County claims in the amount of \$1,552,100.87 for a County payroll.

APPROVED CLAIMS ORDER NO. 9-29-17

The Board of Commissioners approved payment of County claims in the amount of \$25,633.82 for accounts payable.

APPROVED TRANSFER OF SICK LEAVE TIME TO VACATION TIME

The Board approved the transfer of sick leave time to vacation time for Linda Hall and Jeff Breach.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for The End Zone to be used 11/11/17 for a wedding.

LEGAL STAFF UPDATE AND CONSIDER AGENDA ITEMS

The Board met today at 9:03 a.m. for a legal staff update and to consider agenda items. Present were: Commissioners Pam White and Steve Rule, Deputy P.A. Mike Porter, Chief Deputy P.A. Sam Laugheed, Chief Deputy Sheriff Marv Dashiell and Deputy Clerk Jenen Ross. The agenda items were considered as follows:

***Consider signing Ada County Sheriff's Office jail housing bill agreement ratification signature page:*** Mike Porter explained that this is an agreement between the Ada County and Canyon County Sheriffs' Offices agreeing on the fee for housing inmates at the Ada County facility. This agreement was drafted by Ada County and paragraph 7 has an indemnification clause that suggests Canyon County will indemnify Ada County against any loss, liability or claims. Mr. Porter's interpretation of this paragraph is that, by constitutional statute, one county is not allowed to indemnify another county and does not feel this should prevent the Board from signing the agreement as it would not be binding. Upon the motion by Commissioner Rule and second by Commissioner White the Board

voted unanimously to sign the Ada County Sheriff's Office jail housing bill agreement ratification signature page (see agreement no. 17-164).

***Consider signing aircraft hull and liability insurance application with ACE for the Canyon County Sheriff's Office Dragan Flyer X6 and terrorism insurance coverage disclosure agreement:*** Sam Laugheed said Mark Tolman is the only licensed pilot of the Dragan Flyer X6 at this time. The aircraft liability coverage was arranged thru the Hartwell Group but it is from Arthur Gallagher Risk Management and is the same as last year. It is a \$5 million liability policy, the hull itself has a value of \$35,000, and the county would be paying \$1300 for liability and \$544 for the hull for a total of \$1844. The second portion of this is to decline terrorism insurance coverage. This is coverage that is required to be offered by insurance providers and each year the county declines coverage for various reasons including that we're covered by all the other regular coverage and don't need to supplement. Commissioner Rule requested to see the log of each time the drone is flown prior to signing this agreement. Chief Dashiell said he would reach out to Director Tolman for that report and have him forward that report to the Board. Mr. Laugheed asked that this be reagendaized once the Board has had time to review the log. The meeting concluded at 9:10 a.m. An audio recording is on file in the Commissioners' Office.

#### CONTINUE PUBLIC HEARING - PRELIMINARY PLAT FOR KODIAK SUBDIVISION, CASE NO. PH2017-31

The Board met today at 10:30 a.m. to go on the record to continue the hearing in the matter of the request to approve the preliminary plat for Kodiak Subdivision, Case No. PH2017-31. Present were: Commissioners Pam White and Steve Rule, DSD Planner Kyle McCormick, and Deputy Clerk Monica Reeves. Mr. McCormick advised that the applicants are requesting to table the hearing to next Monday because they are working on getting a bond for the rest of their fence as well as a deferral agreement from the City of Nampa. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to continue the hearing to November 13, 2017 at 9:45 a.m. The meeting concluded at 10:31 a.m. An audio recording is on file in the Commissioners' Office.

#### TOUR OF PICKLES BUTTE LANDFILL

The Board toured Pickles Butte Landfill. The Board spoke with Landfill staff to learn more about the operation, maintenance and future expansion plans.

TWENTY-SECOND DAY OF THE OCTOBER TERM, A.D., 2017  
CALDWELL, IDAHO NOVEMBER 8, 2017

PRESENT: Commissioner Tom Dale, Chairman  
Commissioner Pam White  
Commissioner Steve Rule

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- ESRI in the amount of \$31,270.00 for the Information Technology department

APPROVED CLAIMS ORDER NO. 11-8-17

The Board of Commissioners approved payment of County claims in the amount of \$60.00 for accounts payable.

CONSIDER INDIGENT DECISIONS

The Board met today at 10:29 a.m. to consider indigent decisions. Present were: Commissioners Pam White and Steve Rule, Customer Service Specialist Robin Sneegas, Customer Service Specialist Kelly Galloway and Deputy Clerk Jenen Ross. The following cases do not meet the criteria for county assistance: 2017-1726, 2017-1736, 2018-0132, 2017-1737, 2018-0070, 2017-1712, 2017-1733, 2018-0115, 2017-1713, 2017-1701, 2017-1705, 2017-1735, 2017-1704, 2017-1707, 2017-1702 and 2017-1729 - upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to deny the cases as read into the record with written decisions to be issued within 30 days. Case no. 2017-1612 meets the criteria for county assistance and case no. 2018-129 meets the requirements for cremation approval – upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to issue approval on the cases as read into the record. The meeting concluded at 10:31 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING A RESOLUTION TO APPOINT KATHLEEN AULBACH TO THE BOARD OF COMMUNITY GUARDIANS

The Board met today at 10:32 a.m. to consider signing a resolution to appoint Kathleen Aulbach to the Board of Community Guardians. Present were: Commissioners Pam White and Steve Rule and Deputy Clerk Jenen Ross. This resolution was tabled to a later date when legal counsel can attend the meeting and review the responsibilities of the Board of Community Guardians with the Board. The meeting concluded at 10:34 a.m. Due to a glitch in the system there is no audio recording of this meeting.

Note for the record: After this meeting concluded Commissioner White was able to have her questions answered in regards to the responsibilities of the Board of Community Guardians and the resolution was signed (see resolution no. 17-187).

EXECUTIVE SESSION TO CONSIDER PRELIMINARY NEGOTIATIONS INVOLVING MATTERS OF TRADE OR COMMERCE IN WHICH THE GOVERNING BODY IS IN COMPETITION WITH GOVERNING BODIES IN OTHER STATES OR NATIONS, PURSUANT TO IDAHO CODE § 74-206(1)(E)

Commissioner Dale made a motion to go into Executive Session at 1:47 p.m. pursuant to Idaho Code, Section 74-206(1) (e) to consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations. The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Dale and White voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioner Pam White, Commissioner Tom Dale, who participated via conference call, Deputy P.A. Brad Goodsell, Chief Deputy Assessor Joe Cox, Tina Wilson from the Western Alliance for Economic Development, representatives from Project Dry, and Deputy Clerk Monica Reeves. The Executive Session concluded at 2:20 p.m. with no decision being called for in open session.

TWENTY-THIRD DAY OF THE OCTOBER TERM, A.D., 2017  
CALDWELL, IDAHO NOVEMBER 9, 2017

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

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Arrowhead Forensics in the amount of \$10,440.00 for the Sheriff's Office

APPROVED TRANSFER OF SICK LEAVE TIME TO VACATION TIME

The Board approved the transfer of sick leave time to vacation time for Randy Smith, Deepak Budwani and James Kouril.

LEGAL STAFF UPDATE AND CONSIDER AGENDA ITEMS

The Board met today at 9:06 a.m. for a legal staff update and to consider agenda items. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia

Nilsson, Landfill Director David Loper, Deputy P.A. Brad Goodsell and Deputy Clerk Jenen Ross. The agenda items were considered as follows:

***Consider signing change order #12 to the contract with Tetra Tech, Inc., to conduct annual performance analysis for landfill:*** Director Loper said the change order is for the annual performance calculations. Each year they fly the landfill to take photos and do contour mapping; with that data they are able to figure out performance as far as how many pounds per cubic yard, how much compaction and how much soil or material is being used. The change order amount is \$1504. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to sign change order #12 with Tetra Tech, Inc. (see agreement no. 17-165).

***Consider signing resolutions to appoint John Carpenter and Robert Sturgill to the Canyon County Planning and Zoning Commission and resolutions to reappoint Richard Hall and Rod Garrett to the Canyon County Planning and Zoning Commission:*** Tricia Nilsson said there are two reappointments of existing Planning and Zoning Commissioners whose terms are up next month, those people are Richard Hall and Rod Garrett. There are two new appointments of Rod Sturgill and John Carpenter. Upon the motion by Commissioner White and Second by Commissioner Rule the Board voted unanimously to appoint John Carpenter (see resolution no. 17-189) to the Canyon County planning and zoning commission. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to sign the resolutions for Robert Sturgill (see resolution no. 17-188) to be appointed to his first term on P&Z commission and reappointments of Rod Garrett (see resolution no. 17-190) and Richard Hall (see resolution no. 17-191) for a second term.

In the legal staff update Mr. Goodsell presented a letter of support for Project Dry to the Board for their consideration. The Board signed the letter and a copy will be sent to the Department of Commerce.

*As part of the legal staff update there was a request made to go into Executive Session to discuss records that are exempt from public disclosure. The Executive Session was held as follows:*

#### EXECUTIVE SESSION – RECORDS THAT ARE EXEMPT FROM PUBLIC DISCLOSURE

Commissioner White made a motion to go into Executive Session at 9:14 a.m. pursuant to Idaho Code, Section 74-206(1) (d). The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Brad Goodsell and Deputy Clerk Jenen Ross. The Executive Session concluded at 9:22 a.m. with no decision being called for in open session.

An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

#### FILE IN MINUTES

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

#### SURPLUS PROPERTY AUCTION/TAX DEED PROPERTY SALE

The Board met today at 10:00 a.m. to conduct a surplus property auction/tax deed property sale. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Brad Goodsell, Treasurer Tracie Lloyd, Deputy Treasurer Tonya May, Deputy Clerks Jenen Ross and Monica Reeves and interested citizens. Since the publication of the notice of auction, Parcel #3, PIN 31459012 0, was redeemed. The following parcels were sold:

##### **PARCEL #1**

**PIN:** 06822000 0

**ADDRESS:** 212 WALNUT ST CA ID

**MINIMUM BID AMOUNT:** \$11,771.00

**PREVIOUS OWNER:** TROY T. HINKLE

**BID AMOUNT:** \$114,000.00

**BUYER:** Angie O'Shea

##### **PARCEL #2**

**PIN:** 29605011 0

**ADDRESS:** 0 LAKE SHORE DR NA ID

**MINIMUM BID AMOUNT:** \$620.00

**PREVIOUS OWNER:** ANDREW A JENKINS, JENNIFER L JENKINS

**BID AMOUNT:** \$1,600.00

**BUYER:** Vickie Grimm

##### **PARCEL #4**

**PIN:** 38115010A0

**ADDRESS:** FARMWAY RD CA ID

**MINIMUM BID AMOUNT:** \$956.00

**PREVIOUS OWNER:** MARTHA A LIRA, NOE LIRA

**BID AMOUNT:** \$956.00

**BUYER:** Tom and Annette Bloch Trust

##### **PARCEL #5**

**PIN:** 11560012 0

**ADDRESS:** 1024 S ELDER ST NA ID

**MINIMUM BID AMOUNT:** \$4,600.00  
**PREVIOUS OWNER:** BEVERLY ANDERSON  
**BID AMOUNT:** \$13,100.00  
**BUYER:** John Starr

Buyers will have until 2:00 p.m. today to deliver funds to the Treasurer's Office. The sale concluded at 10:21 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER RESOLUTION AUTHORIZING THE TRANSFER OF COUNTY PROPERTY BY QUITCLAIM DEED TO THE NAMPA HOUSING AUTHORITY AND THE CALDWELL HOUSING AUTHORITY

The Board met today at 10:24 a.m. to consider a resolution authorizing the transfer of County property by quitclaim deed to the Nampa Housing Authority and the Caldwell Housing Authority. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Brad Goodsell, Treasurer Tracie Lloyd, Mike Dittenber, Director of the Caldwell Housing Authority, Andy Rodriguez, Director of the Nampa Housing Authority, Deputy Clerk Jenen Ross, and Deputy Clerk Monica Reeves. The County published notice of the Board's intent to transfer four parcels – three to the Caldwell Housing Authority and one to the Nampa Housing Authority. Directors of both housing authorities were present and have previously provided, in writing, their request to have these properties transferred pursuant to agreements we have with them. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to sign the resolution authorizing the transfer of County property by quitclaim deed to the Nampa Housing Authority and the Caldwell Housing Authority. (See Resolution No. 17-192.) Mike Dittenber said the Caldwell Housing Authority is engaged to try to revitalize the north end of Caldwell and they want to clean the bare lot and build apartments for downtown living. The Board signed three quitclaim deeds to the Caldwell Housing Authority which were recorded as Instrument Nos. 2017-049135, 2017-049134, and 2017-049137. The Board also signed a quitclaim deed to the Nampa Housing Authority which was recorded as Instrument No. 2017-049136. The meeting concluded at 10:29 a.m. An audio recording is on file in the Commissioners' Office.



THE MINUTES OF THE FISCAL TERM OF OCTOBER 2017 WERE READ AND APPROVED AND FOUND TO BE A PROPER RECORD OF THE PROCEEDINGS OF THE BOARD OF CANYON COUNTY COMMISSIONERS, CANYON COUNTY IDAHO. DATED THIS 14<sup>TH</sup> DAY OF DECEMBER, 2017. CANYON COUNTY BOARD OF COMMISSIONERS PAM WHITE AND TOM DALE; ATTEST: CHRIS YAMAMOTO, CLERK BY J.ROSS, DEPUTY CLERK

FIRST DAY OF THE NOVEMBER TERM, A.D., 2017  
CALDWELL, IDAHO NOVEMBER 13, 2017

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

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Bargreen Ellingson in the amount of \$1865.00 for the Facilities department
- Supportek Utah in the amount of \$7610.00 for the Information Technology department

#### APPROVED CLAIMS ORDER NO. 11-27-17

The Board of Commissioners approved payment of County claims in the amount of \$56,285.53, \$91,468.51 and \$186,277.15 for accounts payable.

#### SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for Lane 23 LLC dba Lane 23 (see resolution no. 17-193).

#### COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:33 a.m. for an office staff meeting. Present were: Commissioners Tom Dale, Pam White and Steve Rule, PIO Joe Decker, Sr. Administrative Specialist Jamie Miller, and Deputy Clerk Monica Reeves. The Board reviewed this week's schedule with staff. Joe Decker reported on the following communication items: he will attend the ceremony on November 16, 2017 honoring Clair Roper for her 30 years of volunteer service on the Canyon County Board of Community Guardians; a reporter from the Idaho Press-Tribune is working on a domestic violence story so he will sit in on the interview; he will post Sheriff's auction notices on the website; and he will assist with the Adoption Day event. Commissioner Dale said Blaine County is hosting the NACo Conference in Sun Valley in May of 2018 and they sent a letter asking for sponsorship assistance. The WIR conference budget is typically \$75,000 and NACo pays a portion but Blaine County is responsible for most of the costs and they are asking all counties to contribute up to \$2,500 so that's something we should consider. The meeting concluded at 8:46 a.m. An audio recording is on file in the Commissioners' Office.

## LEGAL STAFF UPDATE AND CONSIDER SIGNING NOVEMBER 13, 2017 AGENDA ITEMS

The Board met today at 9:01 a.m. for a legal staff update and to consider signing the November 13, 2017 agenda items that were scheduled for 9:00 a.m. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Deputy P.A. Brad Goodsell, Treasurer Tracie Lloyd, Facilities Director Paul Navarro, Lt. Mike Armstrong, and Deputy Clerk Monica Reeves. The items were considered as follows:

***Consider signing Resolution Authorizing the Issuance of Quitclaim Deeds to Successful Bidders at the November 9, 2017 Auction of Surplus Property:*** Brad Goodsell asked the Board to table this matter for 24 hours because an issue came up and he wants to make sure it's ironed out before the resolution is finalized. Treasurer Lloyd concurs. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to table the item for 24 hours.

***Federal Annual Certification Report and Annual Equitable Sharing Agreement:*** Lt. Mike Armstrong said this is the City County Narcotics Unit (CCNU) shared asset program for federal seizure of funds or property. Agencies have the ability to apply for a percentage of the funds; normally CCNU takes 20% right off the top when they do a seizure and then agencies in the program can apply for a certain percentage of whatever is left. There are guidelines and regulations on how the funds can be spent. David Eames has reviewed the agreement. Upon the motion of Commissioner Rule and the second by Commissioner White the Board voted unanimously to sign the federal annual certification report and annual equitable sharing agreement. (Agreement No. 17-166.)

**Legal Staff Update:** Commissioner Dale informed legal that Blaine County is seeking financial support (up to \$2,500) for the NACo conference that will be held in Sun Valley in May of 2018. Commissioner Rule said he wants a good explanation of where the funds were budgeted for this expense. The Board will schedule a meeting and discuss it with the Controller at a later date. The Board went into Executive Session as follows:

### EXECUTIVE SESSION – REGARDING AN ACQUISITION OF AN INTEREST IN REAL PROPERTY AND TO DISCUSS RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION

Commissioner Rule made a motion to go into Executive Session at 9:12 a.m. pursuant to Idaho Code, Section 74-206(1) (c) and (d) regarding an acquisition of an interest in real property, and to discuss records exempt from public disclosure and attorney-client communication. The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Brad Goodsell, Deputy P.A. David Eames, Facilities Director Paul Navarro, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:26 a.m. with no decision being called for in open session.

An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

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

The Board met today at 9:32 a.m. for a biweekly meeting with the Director of the Development Services Department to discuss general issues, set policy, and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, and Deputy Clerk Monica Reeves. Director Nilsson reported on the following topics: budget and permit update, (nearly \$1.8 million in revenue was collected, and 926 building permits and 1,416 mechanical building permits were issued) due to the volume she will likely request a new fulltime position during the next budget cycle; Canyon County Farm Bureau workshop to talk through ag definitions and ag business issues in mid-December; areas of city impact updates; P&Z Commission update; and COMPASS update – freight study. The items discussed were general in nature and did not require Board action. The meeting concluded at 9:47 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

PUBLIC HEARING TO CONSIDER A REQUEST FOR A PRELIMINARY PLAT AND FINAL PLAT FOR KODIAK SUBDIVISION, CASE NO. PH2017-31

The Board met today at 9:49 a.m. to conduct a public hearing in the matter of a request by Ooda Loop, LLC for approval of a preliminary plat, final plat, and irrigation and drainage plan for Kodiak Subdivision. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, DSD Planner Kyle McCormick, Philip Horton, and Deputy Clerk Monica Reeves. Kyle McCormick gave the oral staff report. The property consists of four residential lots and one road lot and is zoned single-family residential which allows for one acre of minimum average lot size. The P&Z Commission approved the preliminary and final plats in August with six conditions. The applicant has complied with the conditions and they are bonding for the remaining portion of the fence along Lot No. 4. The developer has complied with all the requirements and their plat has been reviewed by the Nampa Highway District and they've signed off on the final plat. The City of Nampa required landscaping along Star Road; the applicant has submitted a plan to show it meets the requirements and they have completed that. The City of Nampa has a deferment agreement with the applicant deferring the requirements for curb, gutter and sidewalk; they will require improvements upon notification for the formation of a future LID. Staff recommends the Board approve the request and sign the final plat. The Board's agenda did not list the final plat for consideration today therefore it will have to be scheduled for another day to comply with notification requirements. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to approve Findings of Fact, Conclusions of Law and Order, as well as the preliminary plat, and irrigation plan and drainage plan. The final plat will be signed on November 15, 2017. The hearing concluded at 9:58 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER APPROVING FY2017 YEAR-END BUDGET TRANSFERS AND FY2018 OPERATING TRANSFERS

The Board met today at 10:34 a.m. to consider approving the FY2017 year-end budget transfers and FY2018 operating transfers. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. Zach Wagoner said the FY2017 budget stayed open until November 6 and they have received all invoices/bills to be paid with 2017 funds. There are a few budget adjustments that need to be made due to some extraordinary events during 2017:

**County Fair:** A tremendous amount of work was done on the facilities so they need to transfer \$40,000 from the "A" Budget to the "B" Budget to cover the expenses.

**Coroner:** There was an unfortunate event that occurred that required forensic service and unexpected expenditures from the Coroner's budget so they need to transfer \$8,000 from the Reserves Budget to the "B" Budget.

**Public Defender:** They've had higher than anticipated costs for conflict attorneys so they are recommending a transfer of \$15,000 from the "A" Budget to the "B" Budget.

**Problem Solving Courts:** Due to testing expenditures they want to transfer \$12,000 from the "A" Budget to the "B" Budget.

Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to approve the FY2017 year-end budget transfers. (See Resolution No. 17-194.) Mr. Wagoner reviewed the transfers he'd like to make between County departments via an accounting journal entry. The following amounts have been included in the 2018 budget:

**Juvenile Probation:** They are transferring \$7,000 to juvenile detention and \$7,000 to juvenile drug court. The County receives monies from the state for juvenile justice activities and they have spread it out between probation, detention and juvenile drug court.

**Landfill Enterprise Fund:** The County provides legal, HR, accounting, payroll, treasury and cash management services to the landfill and in turn the landfill compensates the County for those services. The Parks, Cultural and Natural Resources Department provides services at Jubilee Park for the landfill so \$35,000 goes to Parks, and \$758,701 comes to the County current expense fund for a grand total of \$793,701 which comes back to the County to support landfill functions.

Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to approve the FY2018 operating transfers. (See Resolution No. 17-195.) The meeting concluded at 10:41 a.m. An audio recording is on file in the Commissioners' Office.

#### CANVASS ELECTION

The Board canvassed the November 7, 2017 Election.

PUBLIC HEARING – REQUEST BY MICHAEL FREER FOR A REZONE FROM AN “A” (AGRICULTURAL) ZONE TO AN “R-1” (SINGLE FAMILY RESIDENTIAL) ZONE

The Board met today at 1:33 p.m. to conduct a public hearing in the matter of a request by Michael Freer, Case No. PH2017-56, for a request to rezone approximately 19 acres from an “A” (Agricultural) Zone to an “R-1” (Single Family Residential) Zone located at 0 Stoffle Lane in Middleton. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Planner Kyle McCormick, DSD Director Tricia Nilsson, Alan Mills, Shelly Fisher, Michael Freer, and Deputy Clerk Monica Reeves. Kyle McCormick gave the oral staff report. The immediate vicinity is a mix of agricultural and residential uses and the proposed rezone would be similar to existing uses in the area. The highway district approved an alternate location for access off Stoffle Lane going through the center of the parcel. The Idaho Transportation Department has no objection but noted any development of the parcel may trigger a traffic impact study. The P&Z Commission recommended approval on October 5, 2017. Staff has not identified any significant impacts as a result of the zone change and is recommending approval. Alan Mills testified in support of the request. The applicant will dedicate a small portion in the southeast corner of right-of-way to the adjoining property because Stoffle Lane is misaligned and does not go where the property line is 50/50. They met with the agencies to work out an arrangement to move the alignment west to access the adjoining property to the east. They have worked out the remaining issues with the neighbors. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to close public testimony. Commissioner Rule questioned ITD’s reference to a traffic impact study for this development. Mr. McCormick said that was a standard remark from ITD that if the development shows that it’s going to reach a threshold of 100 trips in the peak hour (1,000 trips per day) then it will require a traffic impact study. Commissioner Rule doesn’t want to see a trend of financing traffic studies every time 10-20 acres are developed on a County road. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to approve the request by Michael Freer, Case No. PH2017-56. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to sign the ordinance directing amendments to the Canyon County Zoning Map and to approve the Findings of Fact, Conclusions of Law, and Order. (See Ordinance No. 17-020.) The hearing concluded at 1:45 p.m. An audio recording is on file in the Commissioners’ Office.

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

The Board met today at 2:15 p.m. for a monthly meeting with the Parks Director to discuss general issues, set policy and give direction and consider agenda items. Present were: Commissioners Tom Dale and Steve Rule, Parks Director Nicki Schwend, Deputy P.A. Allen Shoff and Deputy Clerk Jenen Ross. The Board considered the agenda items as follows:

***Award Contract for Canyon Crossroads Research Archives Digitization project:***

Director Schwend explained that in September a grant was submitted for the Idaho State Historical Society Community Enhancement Grant in the hopes of purchasing a scanner to be used at Celebration Park for scanning historical documents, one of a kind documents and 30 years' worth of documents previous director Tom Bicak has donated. It would also be available for other historic preservation groups in the county to utilize for photos or similar documents. The Parks department has been awarded \$2000 for the grant and once the scanner is purchased they will report back to the Idaho State Historical Society as to how the money was used; the county will be matching the \$2000 to purchase the scanner. Ms. Schwend will work with IT to choose the piece of equipment that will work best for the needs of the county. Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to sign the contract for Canyon County Crossroads Research Archives Digitization project (see agreement no. 17-173).

***Designation of Applicant's Agent Form for Public Assistance Program FEMA-4342-DR-ID*** – There are funding opportunities available due to the recent disaster declaration, these funds are only available after a declaration. Laura Barbour attended the workshop with Lt. Schorzman to look into the FEMA and Idaho Office of Emergency Management funds. At the end of the session it was strongly encouraged that the parks department apply for funds to help with issues down at Celebration Park such as the riverbank stabilization and fire mitigation. Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to sign the Designation of Applicant's Agent Form for Public Assistance Program FEMA-4342-DR-ID. This form will designate Nicki Schwend and Laura Barbour to act as the designated agents in applying for these funds. A copy of this form is on file with this day's minute entry.

Ms. Schwend continued on with her meeting, updating the Board on the following items:

***Grants:*** They recently received a \$20,000 grant from the Laura Moore Cunningham Foundation for the Parks Accessibility Shuttle Program. The requested amount was \$69,500 to assist in the purchase of an ADA accessible shuttle bus. Ms. Barbour is currently in the process of applying to different organizations to see if she can find grants to secure the remaining funds to purchase the van. If they are not able to secure those funds they will work with Mark Tolman to look at other options. If they are not able to purchase a vehicle they may need to go back to the Laura Moore Cunningham Foundation to readjust the use of the grant such as putting it towards the bus scholarship program. Ms. Barbour and Ms. Schwend recently attended the annual Idaho Department of Parks and Recreation State and Federal Grant Program workshop; this is something that is becoming more mandatory to apply for grants. They've changed over to an online system and the workshop covered the new application process and qualifications but to receive the thumb drive with all the information you had to attend the workshop. Director Schwend said although they probably will not apply this year they will look to apply next year to re-do the parking lot at Celebration Park.

***University of Idaho – Rangeland Fall Forum:*** The University of Idaho had a last minute snafu with planning and needed a place to have lunch in the Snake River Birds of Prey area during their Rangeland Fall Forum. Kathy Kershner took the lead and was able to get the lunch coordinated.

**BLM:** The BLM has started hosting a science working group annual symposium for the NCA. Laura Barbour was able to attend and provided a poster on the 'Canyon Crossroads Transportation Museum: Opportunities for Students and Researchers at Celebration Park'. They are hoping to continue using that poster at other events as it highlights all the possibilities and what they do at the museum.

**Dig into Idaho Event:** Ms. Schwend and Ms. Kershner attended the event at the Idaho Museum of Mining and Geology where they had an interactive booth for attendees to experience.

**Idaho Heritage Conference:** Ms. Schwend, Ms. Kershner and Ms. Barbour attended the 3<sup>rd</sup> bi-annual Idaho Heritage Conference in Boise at the end of September. As a historic preservation commission it is a pretty important conference to attend – topics included caring for your collection, digitizing archives and researching properties. Ms. Schwend also attended the Certified Local Government training. This will help in meeting the training and education requirements for the CLG.

**Historic Preservation Commission and Preservation Plan:** On September 12<sup>th</sup>, Pete L'Orange and Jamee Fiore spoke at the Historic Preservation Commission meeting on preservation planning and cultural landscapes. The HPC and Parks department have been working with Preservation Solutions and the state historic preservation office on the scoping of this project and to make sure things are done right from the beginning. There is the additional task of trying to include an archaeological component into the preservation plan which is not something that is typically done. In order to collect information they are putting the final touches on an online survey that will be put on the website and Ms. Schwend expects to choose dates at tomorrow's HPC meeting to hold a couple of public meetings in order to receive the public's input.

**Annual RC&D Meeting:** This year the meeting will be held on December 5<sup>th</sup> at the Canyon Crossroads Museum at Celebration Park.

**Canyon Crossroads Museum 'Ready Made Exhibit':** Kathy Kershner pulled together all the display pieces and the exhibit is now up and ready for viewing.

**Gun Range Advisory Board:** The Advisory Board is off to a great start. Two meetings have been held so far with the third to take place in December. At the first meeting Jim Nuzzo was elected as the Chairman and Cindy Pratt-Carrell volunteered to be the Secretary. The members are working well together and are very thoughtful in the suggestions they have and the proceedings they want to take. They are working on a vision statement to help guide the direction they'd like to go beyond just the articles of incorporation. The by-laws have been reviewed and edited and they will work with Deputy P.A. David Eames to finalize those. At this point they are trying to determine both short and long term plans for what is needed at the gun range. One conclusion they've come to is that it seems there needs to be an engineering and environmental assessment report to help determine what the priorities are. Ms. Schwend would like to work with the P.A.'s office to see about getting bids just to see what that would take; this would allow them to see what they need to budget for or what they need to write grants for. Commissioner Dale asked if it would be possible to work with the NRA so the county doesn't need to spend money unnecessarily. Ms. Schwend said they do have some grants available and she will do some looking into it. Her concern is that there are no solid plans for how the gun range was built and in order to apply for some of the grants you have to show that it was built according to the guidelines so at some point we may have to show which ways we vary from the guidelines. Her thinking is that she'd



like to work with the PA's Office to work thru some of the issues and figure out which direction to go so they have an idea of what needs to be fixed or what needs to be fixed first. At this time there won't be any money spent in just trying to explore options. The Board feels that this is a reasonable approach.

**Crossroads Museum Well:** SPF Engineering has finished the engineering documents for the drilling phase of the project. The engineering does include the pump and hook-up to the building as the original plans didn't include that. Due to changes in the bidding process Paul Navarro and David Eames suggested reaching out directly to the contractors individually to bid rather than going thru the standard RFP/RFQ process in the hopes of getting better responses. Mr. Navarro has already contacted 5-6 contractors to bid the project. There has been time to review the engineering and scope and Ms. Schwend's understanding is that Mr. Navarro is going to contact them today to see if they are going to bid or if they have bids. If this doesn't work they will then go thru the standard RFP/RFQ process.

**Maris, Inc. Volunteer Project:** The Parks department recently received a call from Maris, Inc., which is a marine engineering company in Boise, looking for volunteer projects. They were told about the riverbank stabilization issues and the flooding that's been happening. The owner of the company evaluated the project and decided it was something they'd like to help on. The county would be responsible for supplies and materials but Maris, Inc. would be performing the work. Ms. Schwend realized that would be a hard thing to pass up so once she hears back from them the project will get started.

**Fall Season and Staffing:** The fall season has come to an end and the staff really pulled together to end the season on a high note with the unexpected absence of the Programs Manager. David Baucom and Megan Thomas will remain on as part-time weekend Interpretive Specialists.

**Winter Preparations:** The docks at Lake Lowell have been removed and the Parks crew assisted the refuge with their winter preparations due to the unexpected passing of their manager. The bleachers at Jubilee Park have been removed, a stump grinder was used anywhere possible to make mowing easier, yard debris was burned, the sprinklers have been blown out, lawn and tree winterization, miscellaneous repairs and shop fans were installed at the Lake Lowell shop and at Celebration Park. They've been working with the Eagle Scouts to paint and repair fencing and disc golf signs at Lake Lowell. Repairs are being done to the atlatl deck.

**Wireless Connectivity Project at Lake Lowell:** This project has been moving along. They are finishing up at Lake Lowell today and then will moving to Celebration Park.

Ms. Schwend let the Board know that she will be submitting a couple of POs to purchase a couple of storage containers to put on the Vastine property and they would like to purchase some folding chairs for the museum so they will not have to be rented for future events. The meeting concluded at 2:42 p.m. An audio recording is on file in the Commissioners' Office.

SECOND DAY OF THE NOVEMBER TERM, A.D., 2017  
CALDWELL, IDAHO NOVEMBER 14, 2017

PRESENT: Commissioner Tom Dale, Chairman

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

APPROVED TRANSFER OF SICK LEAVE TIME TO VACATION TIME

The Board approved the transfer of sick leave time to vacation time for Erik Ellis.

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

The Board met today at 8:31 a.m. for a biweekly meeting with the directors of Facilities and Information Technology to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Steve Rule, Facilities Director Paul Navarro, Fleet Director Mark Tolman (left at 8:40 a.m.), IT Director Greg Rast, Assistant IT Director Eric Jensen and Deputy Clerk Jenen Ross. Director Navarro updated the Board on the following items: Work is in full swing at the fairgrounds; all the metal is down and the wood is up, they are now cleaning and priming to get ready to paint. Celebration Park point to point wireless is done for their part; Idaho Tower should start working at Celebration Park today. For several years Director Tolman has wanted to do an epoxy floor in the Fleet shop. They've met with several vendors and the vendor that's been used for several years has the best product and it has been agreed that the fleet shop will be used as a training for their vendors. However, in the process, the company became concerned about the high water table in Caldwell so Materials Testing and Inspection was hired to come out and set moisture sensors in the concrete and learned that there is about 98% relative humidity in the concrete floor with no vapor barrier. In order to correct this a vapor barrier will have to be put on top of the concrete before the epoxy can be applied. Director Tolman set aside approximately \$50,000 for this project and at this point it's coming in at about \$48,000 with the moisture mitigation coming in at \$14,000. As a solution to the additional cost Director Navarro has suggested that instead of hiring a contractor to install a fence around the lot at 14<sup>th</sup> and Chicago, as budgeted for FY2018, his staff can install the fence which will be a fairly large savings. He has spoken with the Controller who is good with the solution, the Board agrees and is okay with moving forward with the project. The project is anticipated to take 1.5 to 2 weeks and the flooring will be applied Monday – Friday during working hours. Director Rast updated the Board on the following items: The Idaho Tower project is going well. The open Business Analyst position will be going back to market soon. A couple big projects his department is working on are the GIS system rebuild and replacement of the Nortel phone system in the Sheriff's Office. A PO will be coming down for the Board's approval in the next couple weeks for these projects. The old GIS servers will be repurposed for other needs within the county. He has been working with the Assessor's office to create an application for the purchasing of information; an outside agency will be used for payment collection. On January 19<sup>th</sup> they will be working with DSD on the testing phase of the new program that will be taking over for Accela with the plan to go live on February 1<sup>st</sup>. The IT department has been working with Indigent Services and the

Recorder's Office on the scanning effort to get everything digitalized including Commissioner minutes that are currently stored in the Recorder's vault. Mr. Rast brought to the Board's attention in FY2019 he will need to budget for additional data storage and back-up which he anticipates to be about \$250,000. The meeting concluded at 9:03 a.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE AND CONSIDER SIGNING RESOLUTION AUTHORIZING THE ISSUANCE OF QUITCLAIM DEEDS TO SUCCESSFUL BIDDERS AT THE NOVEMBER 9, 2017 AUCTION OF SURPLUS PROPERTY

The Board met today at 9:09 a.m. for a legal staff update and consider signing a resolution authorizing the issuance of quitclaim deeds to successful bidders at the November 9, 2017 auction of surplus property. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Brad Goodsell and Deputy Clerk Jenen Ross. Brad Goodsell explained there was a minor issue in that the successful bidder of parcel no. 1, Elsie Thomas, LLC, let the Treasurer's Office know that they would not have the funds by the deadline. The second highest bidder was then contacted and still willing to purchase the property. In the interim, Elsie Thomas, LLC was able to find the funds and provided a certified check to the Treasurer's Office before the end of the business day. There was some question as to the original bidder forfeiting their right by missing the 2:00 p.m. payment deadline but Mr. Goodsell advised the deadline is merely there as a convenience to the Treasurer's Office and does not actually void the sale. Mr. Goodsell stated he believes we should proceed with the issuance of the quitclaim deeds. Upon the motion by Commissioner White and second by Commissioner Rule the Board voted unanimously to sign the resolution authorizing the issuance of the quitclaim deeds to successful bidders at the November 9, 2017 auction of surplus property (see resolution no. 17-196). There were no items for discussion at the legal staff update. The meeting concluded at 9:13 a.m. An audio recording is on file in the Commissioners' Office.

#### MEETING WITH SOUTHWEST DISTRICT HEALTH TO DISCUSS THE REGION 3 CRISIS CENTER IMPLEMENTATION PLAN

The Board met today at 10:01 a.m. for a meeting with Southwest District Health (SWDH) to discuss the Region 3 Center Implementation Plan. Present were: Commissioners Tom Dale, Pam White and Steve Rule, SWDH Executive Director Nikki Zogg, Torrie Cope from the Idaho Press-Tribune, and Deputy Clerk Monica Reeves. Prior to the start of the crisis center discussion there was a question about the amount of funding the County provided to SWDH for FY2018 and whether the amount included their requested 3% increase. (Staff will contact the Controller's Office for further inquiry.) Director Zogg submitted a Region 3 Crisis Center Implementation Plan Proposal that is on file with this day's minute entry. She said a work group has been meeting of over a year to build a case for why a crisis center in our region would be a good idea. The Governor saw a model of a crisis center in Montana and he wanted to see something similar in Idaho and so they have worked on a long term plan to institute crisis centers in each of the seven regions/health districts. To date four crisis

centers have received funding, and three are in some phase of trying to get funded – Region 3 being one of them. At the last board of health meeting it was decided to proceed with this proposed plan which would have the health district be the administrator of the funds coming from the state legislature. Director Zogg has met with two of the six counties in the district and they are financially on board as well and with the proposed plan they would form a joint powers entity to have a sustainable plan going forward in terms of financial commitment. Commissioner Dale said Representative Rick Youngblood mentioned if we come to the legislature with agreements between parties that say they are willing to kick in funds we are much more likely to get the initial funds to get up and running. He said the Nampa and Caldwell Mayors have agreed to the amounts specified in the plan identified as potential contributions for the first year as well as ongoing years. Director Zogg said perhaps the joint powers entity can decide when they will approach the other cities to contribute in the future. Her concern is if we don't have a formal commitment in place some might just drop out and we wouldn't have funding to sustain it. She said the plan is still in the draft form and they are open to ideas. Commissioner White asked if they have checked with the Nampa Family Justice Center and Advocates Against Family Violence. Director Zogg said they could dig deeper as far as the nonprofit organizations are concerned, and she added that a lot of their voices have been heard through the behavioral health board and she's working closely with the chairman in the drafting of the plan so they feel good about it. Commissioner White asked if the counties are going to pick up the lion's share of the costs. Director Zogg said the legislative services office feels committed to contributing \$750,000 of the ongoing costs after the first year so they are working off that assumption that they would be in the joint powers entity. They are estimating \$1.5 million to operate a crisis center with half of that burden on the counties and the other half being split between the cities and the hospitals and the insurance payers to see if they can pick up a good portion of this cost and if that works out then the cost to the public entities will hopefully go way down. She said they do not currently have a facility but they are looking for one in Canyon County. Commissioner Rule said he has watched the state fund programs and then dump those costs on counties and cities so unless there's a commitment from the state for more than two years he will not support a \$1.5 million startup program and commit to fund another \$750,000. He said if the state commits to a 5 year or 10 year period then he's all in but not until that happens. Director Zogg said those are valid points and she will talk to Representative Youngblood about it. The intent would be that health and welfare would join in on the joint powers entity, similar to how they have with the Allumbaugh House. Commissioner Dale spoke about why he supports the idea of a crisis center because of the money it would save if we had an alternative to taking people to jail or to the ER for involuntary holds. Commissioner Rule left at 10:23 a.m. Commissioner White spoke about her concern with sustainable funding coming from any government above the County. She thinks a tremendous amount of work has gone into the proposed plan but she believes it needs to include more information from the insurance companies. Director Zogg said she will talk to the legislative services office and Representative Youngblood about the intentions of a long term commitment and if they're going to be onboard with going to a joint powers entity agreement. Commissioner White said the blanks have to be filled in because there are insurance carriers and hospitals in our community with a zero next to them. She said the plan has a powerful and strong beginning but if we can fill in more of the gaps it will make it easier to come to a complete decision. She also said the deal breaker is we don't have a facility so that blank has to be filled in really fast.

Director Zogg said if funding is received we need to be operational by December of next year. One thing that has been written into the plan is coordination of medical care, not just mental health care. She has been informed that some of the other hospitals are interested in supporting crisis center services and so we need to see if they are willing to provide a transitional bed in the hospital for us. The number one challenge we face is working out the details of sustainability. Commissioner Dale said the big issue is the funding, followed by the location. Canyon County is looking for 20 beds, but Commissioner White questions if that will be sufficient so she wants to make sure the model grows to include that. The meeting concluded at 10:45 a.m. An audio recording is on file in the Commissioners' Office.

THIRD DAY OF THE NOVEMBER TERM, A.D., 2017  
CALDWELL, IDAHO NOVEMBER 15, 2017

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

APPROVED CLAIMS ORDER NO. 11-16-17

The Board of Commissioners approved payment of County claims in the amount of \$32,769.61 for accounts payable.

APPROVED CLAIMS ORDER NO. 11-27-17

The Board of Commissioners approved payment of County claims in the amount of \$42,947.32, \$75,575.36, \$24,229.24 and \$44,571.00 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- DigiCert in the amount of \$1425.00 for the Information Technology department
- Smart Deploy in the amount of \$3200.00 for the Information Technology department
- Wall 2 Wall Flooring in the amount of \$14,400.00 for the Facilities department
- Overhead Door Company in the amount of \$8400.00 for the Facilities department
- Wall 2 Wall Flooring in the amount of \$48,170.00 for the Fleet department

INDIGENT DECISIONS

The Board met today at 8:47 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Customer Service Specialist Robin Sneegas, Customer Service Specialist Kelly Galloway and Deputy Clerk Jenen Ross. Ms. Sneegas said the following cases do not meet the eligibility criteria for county assistance: 2018-0016, 2018-0018, 2018-0014, 2018-0001, 2018-0007, 2018-0122, 2018-0002, 2018-0005, 2018-0015, 2018-0019, 2018-0017, 2018-0136, 2018-0010 and 2108-0121 upon the motion by Commissioner White and second by Commissioner Rule the Board voted unanimously to issue denials with written decisions to be issued within 30 days. The meeting concluded at 8:49 a.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE

The Board met today at 9:02 a.m. for a legal staff update. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley (left at 9:09 a.m.), Deputy P.A. Brad Goodsell and Deputy Clerk Jenen Ross. Zach Wesley said there has been some communication recently regarding the City of Star's proposed annexations, specifically Willowbrook Development and River Ranch. The county still has not had any communication with the City of Star so Mr. Wesley has presented a letter to the city for the Board's consideration that reiterates the concerns the county has and asks them to contact Director Nilsson. The Board signed the letter and a copy is on file with this day's minutes. The city is planning to hold a meeting on November 21<sup>st</sup> which Ms. Nilsson plans to attend to see what they officially choose to do. If the city does continue to go thru with the annexation the next step would be to seek judicial review or possibly compel them to enter into an area of impact agreement as the law allows either the county to the city to make that process mandatory so the county can initiate the process. Brad Goodsell brought to the Boards attention a meeting coming up on December 8<sup>th</sup> to consider granting a property tax exemption to Syngenta related to their greenhouse expansion. Under the new law the county is required to inform all the taxing districts about the meeting. Mr. Goodsell asked for the Board to sign the notice which will be mailed to all the taxing districts, a copy of this letter is on file with this day's minute entry. The meeting concluded at 9:11 a.m. An audio recording is on file in the Commissioners' Office.

#### MEETING TO DISCUSS INFORMATION TECHNOLOGY STAFFING FOR COUNTY SECURITY

The Board met today at 9:33 a.m. for a meeting to discuss Information Technology staffing for county security. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, IT Director Greg Rast, Assistant IT Director Eric Jensen, IT Operations Manager Don Dutton, HR Director Sue Baumgart and Deputy Clerk Jenen Ross. Director Rast said he is asking the Board to reconsider an additional position for his department. Last year 3 positions were added to his department and he was able to do that without having to open the budget or adding anything to his budget. He is requesting a security position and feels he can do this without opening the budget or adding anything to it; he feels he has a plan to be able to add this position by using savings from other places. Currently there are 3.5 system administrators on staff

with 200 servers in the existing infrastructure which breaks down to about 57 servers per administrator. There are a lot of items the system administrators are responsible for including critical server updates, security practices, workstation patch management, VPN security, firewall security, documentation and research that surround those, data breach investigations, data security and participation in the camera security project. He feels if we don't focus on these items the county will continue to keep sliding. Right now we are a year behind on critical security items and if this position isn't approved and has to wait until FY2019 we will be nearly 2 years behind. Without the addition of this new position, he feels that at this point he'll either need to stop the projects or stop working things in a proactive state so we can step back and get the servers up to date. Director Rast has a plan to do this internally by promoting from within his department and backfilling a lower paid position. He believes the budget for his department will stabilize at about \$4.5 million with 35 positions and won't hinder any projects. There are only a couple other circumstances in which additional positions would need to be requested – those being if it is a revenue making venture, such as where instead of using a contractor we could use a Canyon County employee; the other situation would be if County IT was asked to support outside agencies, such as the Ambulance District. Although he does not want to expand government he does feel there is a liability here that needs to be addressed. Zach Wagoner confirmed there is room within the current fiscal year budget to make the changes work, however, his concern is in regards to the FY2019 budget as now there would be an additional position to be budgeted for and funded. Commissioner White feels that it would not be good stewardship if we are aware there are compromises or weaknesses in the security and not address them in some way. Mr. Wagoner reiterated that we need to use a great deal of caution when talking about adding positions. Personnel cost don't stay static, they don't decrease, they go up. During the development of the 2018 budget there were requests for 23 new positions, even in departments where revenues were up new positions were held back and instead moved people around and found other ways to get the job done. For the FY2018 budget none of the 23 requested position were approved. Commissioner White feels that security should be one of the top concerns with regard to protecting the business of the county. Commissioner Dale said he is on the fence at this point and understands the point of both the Clerk and the Controller but also does not want to compromise security. This meeting was not agendized to make a decision so the Board has requested to have an additional meeting on November 20<sup>th</sup> at 10:00 a.m. to consider the request and make a decision. The meeting concluded at 10:15 a.m. An audio recording is on file in the Commissioners' Office.

#### CONSIDER FINAL PLAT FOR KODIAK SUBDIVISION

The Board met today at 10:24 a.m. to consider the final plat for Kodiak Subdivision. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Planner Kyle McCormick, Phil Horton, and Deputy Clerk Monica Reeves. The Board approved the preliminary plat and irrigation/drainage plan for this development on Monday and the final plat was scheduled for today. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously approve the final plat for Kodiak Subdivision. The meeting concluded at 10:25 a.m. An audio recording is on file in the Commissioners' Office.

FOURTH DAY OF THE NOVEMBER TERM, A.D., 2017  
CALDWELL, IDAHO NOVEMBER 16, 2017

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

#### APPROVED TRANSFER OF SICK LEAVE TIME TO VACATION TIME

The Board approved the transfer of sick leave time to vacation time for Esmeralda Romo, Francisca Harper, Victor Holliday, Anita Hollis, Scott Gatewood, Matthew “Burt” Merkley, and Karen Serratos.

#### APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Raising our Bar to be used November 17 and November 18, 2017 at Still Water Hollow for a Christmas Bazaar.

#### INDIGENT MATTERS

The Board met today at 8:51 a.m. to consider indigent matters. Present were: Commissioners Pam White and Steve Rule, Director of Indigent Services Yvonne Baker, Hearing Generalist Kellie George and Deputy Clerk Jenen Ross. Cases 2017-1307 and 2017-1391 have met the criteria for county assistance and upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to approve the cases as read into the record with written decisions to be issued within 30 days. Upon the motion by Commissioner Rule and Second by Commissioner White the Board voted unanimously to deny the following cases with written decisions to be issued within 30 days: Case nos. 2017-1335 and 2017-1390. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to continue the following cases from December 28, 2017 to January 25, 2018: 2017-1625, 2017-1639, 2017-1605, 2017-1595, 2017-1614, 2017-1575 and 2017-1611. The meeting concluded at 8:54 a.m. An audio recording is on file in the Commissioners’ Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-1263

The Board met today at 9:06 a.m. to conduct a medical indigency hearing for Case No. 2017-1263. Present were: Commissioners Pam White and Steve Rule, Hearing Generalist Kellie George, Director of Indigent Services Yvonne Baker, Kassi Glasgow for St. Lukes, Attorney Mark Peterson for St. Lukes and Deputy Clerk Jenen Ross. Deputy P.A. David Eames arrived at 9:22 a.m. The applicant did not appear. Upon the motion of Commissioner



Rule and the second by Commissioner White, the Board voted unanimously to continue the case to January 11, 2018. The hearing concluded at 9:23 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-620

The Board met today at 9:25 a.m. to conduct a medical indigency hearing for Case No. 2017-620. Present were: Commissioners Pam White and Steve Rule, Hearing Generalist Kellie George, Director of Indigent Services Yvonne Baker, Deputy P.A. David Eames, Michelle Davis for St. Lukes, Attorney Mark Peterson for St. Lukes and Deputy Clerk Jenen Ross. The applicant did not appear. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to deny the case with a written decision to be issued within 30 days. The hearing concluded at 9:42 a.m. An audio recording is on file in the Commissioners' Office.

#### CONSIDER INDIGENT MATTERS

The Board met today at 9:45 a.m. to consider indigent matters. Present were: Commissioners Pam White and Steve Rule, Hearing Generalist Kellie George, Director of Indigent Services Yvonne Baker, Deputy P.A. David Eames and Deputy Clerk Jenen Ross. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to issue final denials on the following cases with written decisions to be issued within 30 days: 2017-1240, 2017-1241, 2017-1385, 2017-1310, 2017-1410, 2017-1354, 2017-1321, 2017-1311 and 2017-1353. The meeting concluded at 9:47 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)(A) AND (D): INTERVIEW AND CANDIDATE EVALUATION FOR PLANNING AND ZONING COMMISSION

Commissioner White made a motion to go into Executive Session at 1:39 p.m. to consider a personnel matter pursuant to Idaho Code, Section 74-206 (1)(a) and (d): interview and candidate evaluation for the Canyon County Planning and Zoning Commission. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, Patrick Williamson, and Deputy Clerk Monica Reeves. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, Patrick Williamson, and Deputy Clerk Monica Reeves. The Executive Session concluded at 2:06 p.m. While in open session Commissioner Rule said he thinks Mr. Williamson will be a good addition to the P&Z Commission due to his background in farming. Director Nilsson said she will talk to the Prosecutor's Office about doing a preliminary background check as well as a follow up appointment resolution. The meeting

concluded at 2:09 a.m. An audio recording of the open portion of the discussion is on file in the Commissioners' Office.

FIFTH DAY OF THE NOVEMBER TERM, A.D., 2017  
CALDWELL, IDAHO NOVEMBER 17, 2017

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

APPROVED CLAIMS ORDER NO. 11-27-17

The Board of Commissioners approved payment of County claims in the amount of \$60,895.30, \$46,454.94, \$88,935.41, \$39,528.49, and \$9,692.52 for accounts payable.

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

The Board met today at 8:11 a.m. for a monthly meeting with the Administrative District Judge and Trial Court Administrator to discuss general issues. Present were: Commissioners Pam White and Steve Rule, Judge Bradley Ford, TCA Doug Tyler and Deputy Clerk Jenen Ross. Judge Ford and TCA Doug Tyler updated the Board on the following items: Today is adoption day. They are continuing with the implementation of Odyssey and working with the Supreme Court and Tyler Technology to address any issues. Judge Ford believes most of the judges are getting back up to a full schedule. The courtrooms on the 3<sup>rd</sup> floor are done and being used and they should have the final cost numbers within the next month. Commissioner Rule said that after the first of the year he would like to invite the ADJ, courts and Sheriff for a meeting to discuss jail space needs and what might be occurring. Judge Ford let the Board know that this is his next to last meeting but that he is always available to meet with the Board. The meeting concluded at 8:35 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE AND CONSIDER AGENDA ITEMS

The Board met today at 9:03 a.m. for a legal staff update and to consider agenda items. Present were: Commissioners Pam White and Steve Rule, IT Director Greg Rast (left at 9:09 a.m.), IT Business Manager Caitlin Pendell (left at 9:09 a.m.), Chief Deputy Sheriff Marv Dashiell, Deputy P.A. Allen Shoff and Deputy Clerk Jenen Ross.

***Consider signing a resolution classifying records of the Information Technology Department and authorizing the imaging and/or destruction of certain files/records:***

Allen Shoff said this resolution is all part of getting caught up and these resolutions will start to be done on a yearly basis. If there is a document that is being used in litigation it will not be destroyed, the documents to be destroyed are classified as temporary or semi-permanent, which is 5 years. The files being considered with this resolution conclude fiscal year 2011/2012. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to sign the resolution (see resolution no. 17-197).

***Consider signing aircraft hull and liability insurance application with ACE for the Canyon County Sheriff's office Dragan Flyer X6 and consider signing terrorism***

***insurance coverage disclosure:*** Allen Shoff said from a legal perspective these documents are ready to be signed. Chief Dashiell said the annual amount is about \$1800 for both the hull and the liability coverage. Commissioner Rule said he would like to see the payments made on a monthly basis instead of yearly until the Sheriff's Office decides on the purchase of a new drone. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to sign the aircraft hull and liability insurance application with ACE for the Canyon County Sheriff's Office Dragan Flyer X6 and terrorism insurance coverage disclosure, a copy of this document is on file with this day's minute entry.

The meeting concluded at 9:13 a.m. An audio recording is available in the Commissioners' Office.

SIXTH DAY OF THE NOVEMBER TERM, A.D., 2017  
CALDWELL, IDAHO NOVEMBER 20, 2017

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

OFFICE STAFF MEETING

The Board met today at 8:31 a.m. for an office staff meeting. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Sr. Administrative Specialist Jamie Miller, PIO Joe Decker and Deputy Clerk Jenen Ross. The Board reviewed the weekly calendar with staff. Joe Decker said he will be meeting with Bobbi Jo Brown and Drew Maffei from the Recorder's office to discuss ideas for explaining the new passport process; he will be posting the Sheriff's sales on website and holiday closures. The Sheriff will be meeting with Tori Cope from the Idaho Press-Tribune so he will sit in on that meeting. Scott Logan would like to do an interview to discuss the jail options but at this point it's too early in the process and Commissioner White would like to complete her due diligence; Commissioner Rule said he is willing to speak with Mr. Logan regarding judicial mandate. Commissioner Dale asked him to do some research on the STAR program for the new licenses to see if

there is anything the Board needs to do in regards to that. The meeting concluded at 8:40 a.m. An audio recording is on file in the Commissioners' Office.

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

*Note for the record: As properly noticed the Board met today at 9:08 a.m. for a legal staff update. A request was made to go into Executive Session to discuss records exempt from public disclosure and attorney-client communication. The Executive Session was held as follows:*

Commissioner Rule made a motion to go into Executive Session at 9:09 a.m. pursuant to Idaho Code, Section 74-206(1) (d). The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Dale, White and Rule, Deputy P.A. Brad Goodsell and Deputy Clerk Jenen Ross. The Executive Session concluded at 9:13 a.m. with no decision being called for in open session.

#### MEETING TO DISCUSS REQUEST FOR SPONSORSHIP ASSISTANCE FOR NACO-WIR 2018 CONFERENCE

The Board met today at 9:35 a.m. to discuss a request for sponsorship assistance for NACO-WIR 2018 conference. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Controller Zach Wagoner and Deputy Clerk Jenen Ross. The Board asked Zach Wagoner exactly which fund the sponsorship would be drawn from, Mr. Wagoner confirmed they would be drawn from the current expense fund, from the general department. Commissioner Rule said he has mixed feelings on this but can't think of another time when the county has assisted another state organization in sponsoring a conference. He feels that there may be other organizations in Canyon County that could better benefit from these dollars whereas Sun Valley will benefit greatly from holding this conference. Commissioner White feels that perhaps instead of a sponsorship the Board could participate by volunteering their time before or during the conference. Commissioner Dale said he has already volunteered but does not want to send funds. The meeting concluded at 9:40 a.m. An audio recording is on file in the Commissioners' Office.

#### MEETING TO CONSIDER APPROVING A NEW POSITION FOR THE INFORMATION TECHNOLOGY DEPARTMENT

The Board met today at 10:02 a.m. to consider approving a new position for the Information Technology department. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, Chief Deputy Clerk Drew Maffei, Recoding Supervisor Bobbi Jo Brown, Assistant IT Director Eric Jensen, Assessor

Brian Stender, HR Director Sue Baumgart, Treasurer Traci Lloyd, Other concerned parties and Deputy Clerk Jenen Ross. Director Rast said he and the Controller met after the previous meeting to discuss need vs. budget. Last year there were three positions added to IT and he was able to do that without adding anything to the budget. Mr. Rast stated that he would not be adding anything to the budget for this year or next year by adding this new position as it will balance out with projects that will be finishing. If this position is not approved he will be coming back to the Board asking for direction as to where his focus should be as far as security, development of systems or put security in more of a reactive state and deal with it as it comes as it's being done right now. If security is the priority there are other projects that will be put on hold. Commissioner Rule made a motion to approve the position, the motion was seconded by Commissioner Dale for discussion. Commissioner Dale feels it is very worthwhile to consider this and in weighing the pros and cons he appreciates the fact that Director Rast has brought a proposal that keeps the budget the same and appreciates the need for the security. Commissioner White says she believes that security is of the utmost importance and trusts what he has been doing in keeping the county safe. She reiterated the fact that when the budget was done all new positions were cut. She recognizes the need for the position but she also recognizes the need for consistency so at this time she will not be supporting an additional position. Commissioner Dale says he appreciates what both Commissioners Rule and White have expressed and there was a strong discussion on holding new hires to a zero level this year and it is a commitment and feels he is going to have to uphold his commitment on this. Director Rast said that he will be coming back to the Board looking for direction and will be coming back next year to ask for this position again. He feels he has done his due diligence in explaining the need for this position. A roll call vote was taken on the earlier motion with Commissioners Dale and White voting against and Commissioner Rule voting in favor. The motion failed in a 2-to-1 split vote. The meeting concluded at 10:14 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 10:33 a.m. for a monthly meeting with the Fleet Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Fleet Director Mark Tolman and Deputy Clerk Jenen Ross. Director Tolman updated the Board on the following items: The Windows 10 conversion has been completed and with that the OPW and CCG systems have also been upgraded and seem to be working faster. They are in the process of moving fuel cards to a new single fuel card program called Fuelman. Equipment bids are nearly all in. Several Crown Victorias will be going up for auction soon. There have been 8 crashes since the beginning of the fiscal year, it's been mostly minor incidents that are coming in right under the deductible so they're being fixed in-house. Commissioner Dale asked if some additional training would be helpful. Director Tolman does feel additional training would be helpful but due to the trade-off of time to complete the training it has never been pursued as mandatory training. Commissioner Dale would like to see annual refresher courses happening. Director Tolman said he would re-address the issue and see about finding some quick courses to send out.

The meeting concluded at 10:41 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION PURSUANT TO IDAHO CODE, SECTION 74-206(1)(C): TO DISCUSS POTENTIAL ACQUISITION OF AN INTEREST IN REAL PROPERTY

Commissioner White made a motion to go into Executive Session at 11:03 a.m. pursuant to Idaho Code, Section 74-206(1) (c). The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Dale, White and Rule, Deputy P.A. Brad Goodsell, Chief Deputy P.A. Sam Laugheed, Assistant Parks Director Kathy Kershner, Parks Director Nicki Schwend, Outdoor Recreation Planner Laura Barbour, Tom Bicak and Deputy Clerk Jenen Ross. The Executive Session concluded at 11:41 a.m. with no decision being called for in open session.

SEVENTH DAY OF THE NOVEMBER TERM, A.D., 2017  
CALDWELL, IDAHO NOVEMBER 21, 2017

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

APPROVED CLAIMS ORDER NO. 1804

The Board of Commissioners approved payment of County claims in the amount of \$1,638,961.53 for a County payroll.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- American Jail Association in the amount of \$1950.00 for the Sheriff's Office
- Lowe's Home Centers, LLC in the amount of \$1370.28 for the Parks department
- HP in the amount of \$1092.88 for the Information Technology department
- Imprint City in the amount of \$2888.66 for the Facilities department

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

The Board met today at 8:48 a.m. for a biweekly meeting with the Human Resources Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, HR Director Sue Baumgart and Deputy Clerk Jenen Ross. Director Baumgart updated the Board on the following items: She has been having weekly meetings with the PA's office to discuss updates to the employee manual. She has also been having regular meetings with Jamie Chapman regarding leadership training. Before she presents anything to the Board she would like to have an entire proposal ready to present. They are trying to determine if one full day or two half days of training would be better. Open enrollment just ended. Her department is continuing to work on the wellness program for next year. Quite a few resumes have been received for the Weed and Gopher Director position. Commissioners Dale and Rule have both requested to have paper copies of the applications/resumes and Commissioner White is fine with electronic copies. The meeting concluded at 8:55 a.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE AND CONSIDER AGENDA ITEMS

The Board met today at 9:02 a.m. for a legal staff update and to consider agenda items. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Mike Porter, Deputy P.A. Zach Wesley, Clerk Chris Yamamoto (left at 9:23 a.m.), Chief Deputy Clerk Drew Maffei (left at 9:23 a.m.), Elections Supervisor Cassie Whitney (left at 9:23 a.m.), Chief Deputy P.A. Sam Laugheed (arrived at 9:08 a.m.) and Deputy Clerk Jenen Ross. The agenda items were considered as follows:

***Notice of Intent to Award Polling Place Compliant Consultant RFP:*** Clerk Yamamoto explained that the Department of Justice has asked all Clerks throughout the country to sign agreements so they can approve all polling places or when a polling place is changed they have to provide approval. He feels we're trying to fix something that isn't a problem as Canyon County has only received one complaint in regards to polling place accessibility, which was quickly remedied. There were three respondents to the RFP and all three have been interviewed. The committee feels the best choice for Canyon County is the group with the \$55,000 proposal from the company *Meeting the Challenge*. The budgeted amount for this project is \$40,000 but Clerk Yamamoto and Mr. Porter believe there may be some room for negotiation. There is no real deadline for compliance but Clerk Yamamoto thinks it is going to be in the county's best interest to hire one of these firms to satisfy the Department of Justice. Controller Wagoner has looked at the consolidated fund and there is money available since this proposal is over the budgeted amount. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to sign the notice of intent to award Polling Place Compliant Consultant RFP.

***Resolution to make reappointments to the Canyon County Historic Preservation Commission:*** Upon the motion by Commissioner White and second by Commissioner Rule the Board voted unanimously to sign the resolution appointing Zach Wesley, Nicki Schwend, Bruce Poe and Reggie Jayne to the Canyon County Historic Preservation Commission (see resolution no. 17-198).

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

*Note for the record: As properly noticed the Board met today at 9:22 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter and to communicate with the County's risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:*

Commissioner Rule made a motion to go into Executive Session at 9:23 a.m. pursuant to Idaho Code, Section 74-206(1) (b) and (i). The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Rule, White and Dale, Deputy P.A. Mike Porter, Deputy P.A. Zach Wesley, Chief Deputy P.A. Sam Laugheed and Deputy Clerk Jenen Ross. The Executive Session concluded at 9:26 a.m. with no decision being called for in open session.

An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

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

The Board met today at 10:05 a.m. for a monthly meeting with the Director of Juvenile Detention to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Director of Juvenile Detention Steve Jett and Deputy Clerk Jenen Ross. Director Jett updated the Board on the following items: Numbers are up pretty significantly, currently they are in the high 40's. They have been keeping close track of ratios due to PREA requirements and have found that they've been significantly out of compliance in the school area; the school ratio is 1:8. He may need to ask for a couple positions in FY2019 to keep in compliance. The garden is done for the season but they are starting to get ready for next year. The weight is not has much as previous years but they've been working with the organizations that the food is donated to learning what is the most useful produce to them. The Caldwell school district has decided that they will no longer allow the juvenile detention teachers to take time off as they want. Teachers are now required to take the exact same holiday vacations as the rest of the school district which could mean that there is no school for a week at a time. Staff is working to keep something going in the school at all times. Candy Martilla will be retiring at the end of the year, Director Jett is hoping to work with her to continue the horse program she runs each year. There is a federal purchasing program that Mr. Jett would like to buy from but in order to do that he needs an email to be sent authorizing it. Commissioner Dale asked him to work with legal on this so that it is completed properly. The meeting concluded at 10:15 a.m. An audio recording is on file in the Commissioners' Office.



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

The Board met today at 2:36 p.m. for a monthly meeting with the Public Defender to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Pam White, Public Defender Aaron Bazzoli, Office Administrator Deepak Budwani, Assistant Public Defender Scott James and Deputy Clerk Jenen Ross. Mr. Bazzoli updated the Board on the following items: Mr. James will be joining the office on December 4, 2017. Mr. Budwani recently attended a conference on case load management and vertical defense that he will be sharing with Mr. Bazzoli in a meeting tomorrow. Mr. Bazzoli provided a review of final and current budget numbers; he is looking for ways to reduce the amount of attorney's needed for child protection and conflict cases. He is continuing to work on getting contracts in place for conflict attorneys. They have recently run into an issue of the Just Ware program running out of memory but Mr. Budwani has been working with IT to find a solution for both the short and long term. The meeting concluded at 3:00 p.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 3:04 p.m. for a monthly meeting with the Solid Waste Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Pam White, Solid Waste Director David Loper and Deputy Clerk Jenen Ross. Director Loper updated the Board on the following items: tonnage percentages, they finished FY2017 up about 7% and this October is up 14.3% over last October. All of the TOPCON items have been delivered and installed. An MOU is being worked out with the PA and Sheriff's Office regarding the inmate work program. Director Loper is working with Director Navarro on a small construction project to add on to the office. At the beginning of December the well pump should be installed with the first sampling of the ground water happening. The meeting concluded at 3:17 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

EIGHTH DAY OF THE NOVEMBER TERM, A.D., 2017  
CALDWELL, IDAHO NOVEMBER 22, 2017

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

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

The Board approved a salary rate request and/or key & security access request form for Abigail Thiry and Krista Howard

CONSIDER SIGNING A RESOLUTION FOR A REFUND TO DAVID PATTERSON

Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to sign a resolution for refund to David Patterson for application fees (See Resolution No. 17-199).

NINTH DAY OF THE NOVEMBER TERM, A.D., 2017  
CALDWELL, IDAHO NOVEMBER 27, 2017

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

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

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

APPROVED SEPTEMBER 2017 TERM COMMISSIONER PROCEEDINGS AND SYNOPSIS

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

LEGAL STAFF UPDATE AND CONSIDER AGENDA ITEMS

The Board met today at 9:01 a.m. for a legal staff update and to consider agenda items. Present were: Commissioners Pam White and Steve Rule, Deputy P.A. Allen Shoff, Assessor Brian Stender (left at 9:06 a.m.), Appraiser Mike Cowan (left at 9:06 a.m.), Clerk's Executive Administrator Taryn Peterson, Chief Deputy Assessor Joe Cox (arrived at 9:04 a.m. and left at 9:06 a.m.) and Deputy Clerk Jenen Ross. The agenda items were considered as follows:

***Resolution granting Canyon County Assessor Brian Stender authority to contract for expert services:*** Brian Stender explained we are in a District Court case over a property evaluation method and he would like to engage with a fee appraiser to obtain his knowledge regarding this situation. Allen Shoff said the IAC litigation fund will assist in

paying for a large portion of the appraiser's fee. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to sign the resolution granting Canyon County Assessor Brian Stender authority to contract for expert services (see resolution no. 17-200).

***Independent contractor agreement for court interpreter Leticia Arciga:*** Allen Shoff said this contract is for a Spanish speaking interpreter. Ms. Arciga is conditionally approved and will be used as a back-up interpreter as there are multiple courtrooms that may need Spanish speaking interpreters at the same time. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to sign the independent contractor agreement for court interpreter Leticia Arciga (see agreement no. 17-167).

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

#### MEETING WITH TINA WILSON TO CONSIDER SPONSORING A COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION FOR ECONOMIC DEVELOPMENT

The Board met today at 10:04 a.m. with Tina Wilson from the Western Alliance for Economic Development regarding a request to sponsor a community development block grant application for economic development in connection with Project Dry. Present were: Commissioners Pam White and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. Tina Wilson said Project Dry is planning a major expansion that will create 50 new jobs and as part of the expansion they'll need to connect to a city sewer system. She said the grant can only be applied for by a city or the County and in this case because it's located in the County the Idaho Department of Commerce has said Canyon County will have to be the applicant and the city will become a co-applicant. The grant award would be used for partial construction of a sewer line and the funds would flow through the County for payment. The application deadline is December 18 but a public hearing has to be held before the due date. Brad Goodsell asked Ms. Wilson questions about why the city is not applying for the block grant. He also spoke about the requirements for a cooperation agreement between Canyon County and the city, as well as an agreement with the business and how we cannot give notice of a hearing when we don't have any agreements in place for this project. It was decided that Mr. Goodsell and the Clerk will participate in a telephone call this afternoon with Ms. Wilson and the Department of Commerce to see if Mr. Goodsell's questions can be answered. The meeting concluded at 10:37 a.m. An audio recording is on file in the Commissioners' Office.

TENTH DAY OF THE NOVEMBER TERM, A.D., 2017  
CALDWELL, IDAHO NOVEMBER 28, 2017

PRESENT: Commissioner Tom Dale, Chairman  
Commissioner Pam White  
Commissioner Steve Rule

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Granger's Supply in the amount of \$1342.32 for the Facilities department

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

The Board approved a salary rate request and/or key & security access request form for Jessie Scott James.

APPROVED CLAIMS ORDER NO. 12-11-17

The Board of Commissioners approved payment of County claims in the amount of \$118,877.95, \$7755.41, \$23,330.47, \$68,163.45, \$56,552.09 and \$280,834.81 for accounts payable.

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

The Board met today at 8:33 a.m. for a biweekly meeting with the Directors of Facilities and Information Technology to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Steve Rule, Facilities Director Paul Navarro, IT Director Greg Rast, Assistant IT Director Eric Jensen and Deputy Clerk Jenen Ross. Director Navarro updated the Board on the following items: work is being done at the fairgrounds; the snowplow is on the new truck and they are stocked up on ice melt; Triad Security will be here next week for two weeks and Director Navarro will be touring them around the campus; a PO will be coming before the Board soon for some additional lighting on 12<sup>th</sup> Ave; a Christmas tree has been requested for the lobby of the Admin building, the Board is okay with Mr. Navarro purchasing a tree.

Director Rast updated the Board on the following items: there has been an issue with the Aumentum software but they are working with Thomson-Reuters to correct the issue; microwave connectivity links are up and being used; Director Rast is having issues with the current vendor account rep that hosts the OnBase site so the county will be changing vendors; a PO will be coming to the Board soon for the GIS system; Mr. Rast has requested direction from the Board in regards to security vs. operational but will wait for a time when the entire Board is present. The meeting concluded at 8:47 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE AND TO CONSIDER SIGNING A RESOLUTION APPROVING ANDREW RODRIGUES' HARDSHIP FEE WAIVER REQUEST FOR AN ADMINISTRATIVE APPLICATION FEE

The Board met today at 9:03 a.m. for a legal staff update and to consider signing a resolution approving Andrew Rodrigues' hardship fee waiver request for an administrative application fee. Present were: Commissioners Tom Dale and Steve Rule, Commissioner Pam White arrived at 9:10 a.m., Deputy P.A. Mike Porter, Deputy P.A. Brad Goodsell, DSD Director Tricia Nilsson (left at 9:08 a.m.) and Deputy Clerk Jenen Ross.

***CONSIDER SIGNING A RESOLUTION APPROVING ANDREW RODRIGUES' HARDSHIP FEE WAIVER REQUEST FOR AN ADMINISTRATIVE APPLICATION FEE:***

Tricia Nilsson explained that Mr. Rodrigues is living on a friend's property in order to help take care of his land but in order to be compliant the county requires a temporary use permit to live in an RV for up to 90 days. The application fee is \$550 and Mr. Rodrigues has requested a fee waiver based on hardship; he has provided financial information as back up for the application. Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to sign the resolution for a hardship fee waiver for Mr. Rodrigues (see resolution no. 17-201).

As part of the legal staff update Brad Goodsell presented a letter giving notice to all of the taxing districts of a public hearing for Capital Distribution, Inc. (A copy of this letter is on file with this day's minute entry). Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to sign the notice. Mr. Goodsell also said that he participated in a conference call yesterday afternoon with the Department of Commerce and Tina Wilson regarding a rural community block grant for Project Dry. During this call it was determined that the municipality involved is eligible to apply and has agreed to apply for the grant; additionally it made better sense since they will need to have an agreement with Project Dry. At this point the county is out of this process with the exception of possibly DSD but representatives for this project and grant will be in contact with DSD when necessary. It is too late to make the December deadline so they will apply by the March deadline instead.

The meeting concluded at 9:13 a.m. An audio recording is on file in the Commissioners' Office.

SWEAR IN PLANNING AND ZONING COMMISSIONERS

The Board met today at 1:36 p.m. to swear in Rick Fried, John Carpenter and Robert Sturgill as members of the Canyon County Planning and Zoning Commission. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, Kathy Frost from DSD, Robert Sturgill, John Carpenter, Rick Fried, and Deputy Clerk Monica Reeves. Commissioner Rule gave the oath of office to Rick Fried; Commissioner White gave the oath of office to John Carpenter; and Commissioner Dale gave the oath of office to Robert Sturgill. The meeting concluded at 1:42 p.m. An audio recording is on file in the Commissioners' Office.

ELEVENTH DAY OF THE NOVEMBER TERM, A.D., 2017  
CALDWELL, IDAHO NOVEMBER 29, 2017

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

#### APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Moad, LLC, also known as O'Michael's Pub and Grill to be used December 2, 2017 for a holiday party.

#### APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- Idaho Tower (ITCC) in the amount of \$16,042.21 for the Information Technology department
- Idaho Tower (ITCC) in the amount of \$28,479.28 for the Information Technology department
- Dell in the amount of \$30,848.66 for the Information Technology department
- Dell in the amount of \$15,758.40 for the Information Technology department
- ConvergeOne in the amount of \$24,440.00 for the Information Technology department

#### APPROVED SALARY RATE REQUEST FORMS

The Board approved a salary rate request form for Tina Mancuso, Ruth Everhart, and Kieara Hamill.

#### CONSIDER INDIGENT DECISIONS

The Board met today at 8:47 a.m. to consider indigent decisions. Present were: Commissioner Pam White and Steve Rule, Customer Service Specialist Robin Sneegas, Customer Service Specialist Kelly Galloway and Deputy Clerk Jenen Ross. The following cases do not meet the eligibility requirements for county assistance: 2018-0087, 2018-0006, 2018-0182, 2018-0067, 2018-0088, 2018-0008, 2018-0038, 2018-0202, 2018-0062, 2018-0089, 2018-0055, 2018-0029, 2018-0053, 2018-0069, 2017-1666, 2018-0065, 2018-0041, 2018-0166, 2018-0137, 2017-1667, 2018-0159, 2018-0068, 2018-0161, 2018-0056, 2018-0057, 2017-1724, 2018-0177, 2018-0091, 2018-0054 and 2018-0189 upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to issue initial denials with written decisions to be issued within 30 days.

Case no. 2018-92 is pending a resource and upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to issue a suspension on the case as read into the record. The meeting concluded at 8:51 a.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE

The Board met today at 9:08 a.m. for a legal staff update. Present were: Commissioners Pam White and Steve Rule, Deputy P.A. Mike Porter and Deputy Clerk Jenen Ross. Mike Porter noted for the record that today at 8:00 a.m. was the deadline for objections to the Notice of Intent to Award Contract for Polling Places Consultant RFP and no objections have been received. The meeting concluded at 9:09 a.m. An audio recording is on file in the Commissioners' Office.

TWELFTH DAY OF THE NOVEMBER TERM, A.D., 2017  
CALDWELL, IDAHO NOVEMBER 30, 2017

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

#### APPROVED SALARY RATE REQUEST FORMS

The Board approved a salary rate request form for Flor Gaona and Brittany Sandoval.

#### MEDICAL INDIGENCY MATTERS

The Board met today at 11:45 a.m. to consider medical indigency matters. Present were: Commissioners Pam White and Steve Rule, Indigent Services Director Yvonne Baker, Indigent Services Hearing Specialist Kellie George and Deputy Clerk Jenen Ross. Kellie George said the following cases were scheduled for 9:00 a.m. today but due to unforeseen circumstances were not able to be heard.

Upon the motion of Commissioner Rule and second by Commissioner White the Board voted unanimously to issue an amended final approval for case no. 2017-609.

Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to issue final denials with written decisions to be issued within the next 30 days on five denials (case nos. 2017-1392, 2017-1436, 2017-1420, 2010-1357 and 2017-1416) and two suspensions (case nos. 2017-988 and 2017-1404) as read into the record.

Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to continue the following cases to January 11, 2018: case nos. 2017-1450, 2017-1333, 2017-1383, 2017-1230, 2017-1226, 2017-1389, 2017-1556, 2017-1227 and 2017-1483 and case no. 2017-1332 to February 8, 2018.

Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to approve the following cases with written decisions to be issued within 30 days: 2017-1512, 2017-1040 and 2017-1554.

The meeting concluded at 11:52 a.m. An audio recording is on file in the Commissioners' Office.

THIRTEENTH DAY OF THE NOVEMBER TERM, A.D., 2017  
CALDWELL, IDAHO DECEMBER 1, 2017

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

CONSIDER RESOLUTION APPOINTING PATRICK WILLIAMSON TO THE CANYON COUNTY PLANNING AND ZONING COMMISSION; SWEARING IN CEREMONY FOR PATRICK WILLIAMSON

The Board met today at 9:13 a.m. to consider a resolution appointing Patrick Williamson to the Canyon County Planning and Zoning Commission to be followed by a swearing in ceremony for Mr. Williamson. Present were: Commissioner Pam White, Commissioner Tom Dale, via conference call, DSD Director Tricia Nilsson, Patrick Williamson, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to appoint Patrick Williamson to the Canyon County P&Z Commission. The term is effective November 15, 2017 and will expire on November 15, 2020. (See Resolution No. 17-202.) Commissioner White administered the oath of office to Mr. Williamson, a copy of which is on file with this day's minute entry. The meeting concluded at 9:15 a.m. An audio recording is on file in the Commissioners' Office.

FOURTEENTH DAY OF THE NOVEMBER TERM, A.D., 2017  
CALDWELL, IDAHO DECEMBER 4, 2017

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



## APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- Corwin Ford in the amount of \$31,799.00 for the Fleet department
- Henriksen Butler in the amount of \$5,848.60 for the Information Technology department

## COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:37 a.m. for an office staff meeting. Present were: Commissioners Tom Dale and Pam White, PIO Joe Decker, Deputy Clerk Jenen Ross, Sr. Administrative Specialist Jamie Miller, and Deputy Clerk Monica Reeves. The Board reviewed this week's schedule with staff. Joe Decker reported on the following communication issues: beginning in January the driver's license office will close at 4:00 p.m. so he will meet with Lt. Schorzman about doing a press release; he will review KBOI talking points; post the holiday closure schedule; tomorrow the Secretary of State's Office will do an online voter registration push so he will take their materials and push them out through the County; he will post the Sheriff's sales information online; he has informed the media that he will be away from the office for two weeks; and he will post a picture on Facebook for the Christmas tree that was decorated by the mental health court participants. The meeting concluded at 8:44 a.m. An audio recording is on file in the Commissioners' Office.

## LEGAL STAFF UPDATE AND CONSIDER AGENDA ITEMS

The Board met today at 9:00 a.m. for a legal staff update and to consider agenda items. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Mike Porter, Deputy P.A. Allen Shoff, Chief Deputy Sheriff Marv Dashiell (left at 9:11 a.m.), Clerk's Exec. Assistant Taryn Peterson (left at 9:11 a.m.), Chief Deputy Clerk Drew Maffei (left at 9:11 a.m.), Fair Director Diana Sinner (left at 9:11 a.m.), Family Court Manager Mary Hoffman (left at 9:11 a.m.), Chief Deputy P.A. Sam Laugheed (arrived at 9:11 a.m.) and Deputy Clerk Jenen Ross. The agenda items were considered as follows:

***FY2018 Canyon County Sheriff's Office Idaho Transportation Department Traffic Enforcement Mobilization Agreement (TEMA):*** Mike Porter said with this agreement the county is agreeing to assign a trained deputy for traffic enforcement activities with the state agreeing to pay the overtime. Chief Dashiell said that at times throughout the year there will be different projects such as seatbelt enforcement, DUI or aggressive driving and they'll put out notices that grant funds are available for a window of time. The agencies that choose to participate will have one or more officers go out and perform duties, up to a full shift, working towards the specific enforcement. Upon the motion by Commissioner White and second by Commissioner Dale the Board voted unanimously to sign the FY2018

Canyon County Sheriff's Office Idaho Transportation Department Traffic Enforcement Mobilization Agreement (TEMA) (see agreement no. 17-171).

***FY2018 Parenting Apart agreement with Cami Hurst:*** Mary Hoffman said this is the co-parent education class that is provided for parties that are divorcing with children or are filing custody cases or modifications to their cases. This is for an instructor for these classes. Upon the motion by Commissioner White and second by Commissioner Dale the Board voted unanimously to sign the FY2018 Parenting Apart agreement with Cami Hurst (see agreement no. 17-168).

***Canyon County Fair talent coordinator agreement with Rico Weisman of Boise Arts & Entertainment:*** Diana Sinner said Mr. Weisman books for the smaller stages. The contract went up by about \$150 but there had been no increase in 4-5 years. Upon the motion by Commissioner White and second by Commissioner Dale the Board voted unanimously to sign the Canyon County Fair talent coordinator agreement with Rico Weisman of Boise Arts & Entertainment (see agreement no. 17-169).

***Independent contract agreement for court interpreter Nada Conner:*** Allen Shoff said this contract is part of continuing to build the interpreter roster. Ms. Conner speaks Bosnian/Serbian/Croatian; she is certified and resides in Washington State. Upon the motion by Commissioner White and second by Commissioner Dale the Board voted unanimously to sign the independent contract agreement for court interpreter Nada Conner (see contract no. 17-170).

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

*A request was made to go into Executive Session to discuss records exempt from public disclosure and attorney-client communication. The Executive Session was held as follows:*

Commissioner White made a motion to go into Executive Session at 9:11 a.m. pursuant to Idaho Code, Section 74-206(1)(d). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Dale and White, Deputy P.A. Mike Porter, Deputy P.A. Allen Shoff, Chief Deputy P.A. Sam Laugheed and Deputy Clerk Jenen Ross. The Executive Session concluded at 9:37 a.m. with no decision being called for in open session.

An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

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

The Board met today at 9:37 a.m. for a monthly meeting with the Fair Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Pam White, Fair Director Diana Sinner, Nicole Foy from the Idaho Press-Tribune and Deputy Clerk Jenen Ross. Ms. Sinner updated the Board on the following items: She and Ms. Coulter just returned from the annual fair convention. Ms. Sinner met with the

entertainment buyer and hope to have the mainstage act finalized by Christmas. She also met with the ticketing agency to review what went well this year and what can be done better next year. Ms. Coulter made some really good contacts with sponsors on a national level as well as with other fairs sponsorship directors. They received awards for the TV commercial, radio commercial and printed ad. Ms. Sinner spoke with a representative from the Jackson County fair in Oregon which is a fair that rebuilt from the ground up and are now very successful. She would like to have him come here to present to the fair board and fair staff on the ways they've made their fair so successful. Facilities has gotten new walls up and they are being painted. They are starting to book rental dates for the spring but making sure to allow enough time for fair set-up. A new idea they've had for the fair is to add a cultural event for Sunday and they've met with Radio Rancho to assist with this. Commissioner White asked if there has been any more discussion regarding adding a day to the fair. Director Sinner said they didn't budget for it this year but believes they would still be okay; it would be a matter of figuring out stage entertainment and working with the vendors and the carnival to see if they can do this. They've also thought about opening in the late day on Wednesday as a kind of "sneak peek" day; there are already livestock shows happening that day and she thinks the vendors could meet that deadline. Mr. Weisman has already started booking acts. Fair staff has been working with IT staff to get the website completed. They are also looking to have a kid's area with interactive events all thru the day. Ms. Sinner said the Fair Board had a really good meeting in November and are reassessing the values and direction and trying to create a new identity of the Board. She also believes we need to advertise for more board members as there are only 4 right now since Ms. Coulter became staff. Commissioner Dale said he'd like to see Ms. Sinner attend local Chamber of Commerce meetings to get the word out about the need for additional board members and that not all members need to be agricultural minded, they are just looking to have anyone who is community minded. The Board asked Ms. Sinner to put something together for advertising. The meeting concluded at 9:57 a.m. An audio recording is on file in the Commissioners' Office.

#### CONSIDER SIGNING FY2017 ENGAGEMENT LETTER WITH EIDE BAILLY

The Board met today at 2:32 p.m. to consider signing FY2017 engagement letter with Eide Bailly. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, Chief Deputy P.A. Sam Laugheed and Deputy Clerk Jenen Ross. Zach Wagoner said we are at the end of our fiscal year and it's time for the annual financial audit. It is their recommendation that the county utilize the services of Eide Bailly; this would be their 5<sup>th</sup> year conducting the annual audit. Mr. Wagoner feels that they are the leader in governmental auditing within the Treasure Valley. Page 4 of the engagement letter references the fee of \$50,390 which is a 3% increase from last year, but he feels that is a reasonable increase. Mr. Laugheed stated they made a few adjustments to the contract and there is no legal reason not to sign the engagement letter. Upon the motion by Commissioner White and second by Commissioner Rule the Board voted unanimously to sign the FY2017 engagement letter with Eide Bailly (see agreement no. 17-172). The meeting concluded at 2:34 p.m. An audio recording is on file in the Commissioners' Office.

FIFTEENTH DAY OF THE NOVEMBER TERM, A.D., 2017  
CALDWELL, IDAHO DECEMBER 5, 2017

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

#### FILE IN MINUTES

The Board filed the Treasurer's monthly report for October 2017 in today's minutes.

#### BIWEEKLY MEETING WITH THE HUMAN RESOURCES DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION

The Board met today at 8:52 a.m. for a biweekly meeting with the Human Resources Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, HR Director Sue Baumgart and Deputy Clerk Jenen Ross. Director Baumgart updated the Board on the following items: Open enrollment is done with the exception of the long term disability due to an increase in the premium. Letters were mailed to employees letting them know their increase and that they are able to cancel if they don't want to pay the increase. She is continuing to meet with Jamie Chapman regarding the leadership training plan. She is also continuing to work on the employee manual and getting all the benefits up to date. There have been 23 resumes received for the open weed and gopher director position. Ms. Baumgart has been working with Jim Martell to review the resumes and they've separated them out by level of qualifications. Commissioners Dale and Rule would just like to see the top two tiers in hard-copy; Commissioner White is fine with emailed copies. The Board would like to review the resumes as part of the legal staff update on Monday. The meeting concluded at 9:02 a.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE

The Board met today at 9:03 a.m. for a legal staff update. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Brad Goodsell and Deputy Clerk Jenen Ross.

#### EXECUTIVE SESSION – RECORDS EXEMPT FROM PUBLIC DISCLOSURE

*Note for the record: As properly noticed the Board met today at 9:03 a.m. for a legal staff update. A request was made to go into Executive Session to discuss records exempt from public disclosure. The Executive Session was held as follows:*

Commissioner Rule made a motion to go into Executive Session at 9:03 a.m. pursuant to Idaho Code, Section 74-206(1)(d). The motion was seconded by Commissioner

White. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Dale, White and Rule, Deputy P.A. Brad Goodsell and Deputy Clerk Jenen Ross. The Executive Session concluded at 9:13 a.m. with no decision being called for in open session.

At the conclusion of the executive session the Board instructed staff to set up a meeting within the next few weeks with David Ferdinand to discuss the Industrial Development Corporation Board. The meeting concluded at 9:14 a.m. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

CONSIDER SIGNING A RESOLUTION TO ISSUE A REFUND FOR A BUILDING PERMIT TO RYAN ROBINSON

The Board met today at 9:32 a.m. to consider signing a resolution to issue a refund for a building permit to Ryan Robinson. Present were: Commissioners Tom Dale and Steve Rule, DSD Director Tricia Nilsson and Deputy Clerk Jenen Ross. Director Nilsson said Mr. Robinson revised his building plans and has designed a smaller house; the fees were adjusted to reflect that as the permit is based on square footage. The Development Services department is asking for \$580.00 to be refunded. Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to sign the resolution issuing a refund for a building permit to Ryan Robinson (see resolution no. 17-203). The meeting concluded at 9:33 a.m. An audio recording is on file in the Commissioners' Office.

SIXTEENTH DAY OF THE NOVEMBER TERM, A.D., 2017  
CALDWELL, IDAHO DECEMBER 6, 2017

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

No meetings scheduled

APPROVED CLAIMS ORDER NO. 12-11-17

The Board of Commissioners approved payment of County claims in the amount of \$3,953.20, \$59,536.94, \$115,834.71, \$129,313.36, \$92,002.49, and \$45,334.60 for accounts payable.

SEVENTEENTH DAY OF THE NOVEMBER TERM, A.D., 2017

CALDWELL, IDAHO DECEMBER 7, 2017

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

APPROVED CLAIMS ORDER NO. 1805

The Board of Commissioners approved a payment of claim in the amount of \$1,558,470.74 for payroll.

APPROVED TRANSFER OF SICK LEAVE TIME TO VACATION TIME

The Board approved the transfer of sick leave time to vacation time for Rickey Britton.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for Sushi Sushi, LLC, dba Sushi Sushi (see Resolution No. 17-204).

POSTPONE PUBLIC HEARING - APPEAL OF CASE NO. PH2017-36 REGARDING A  
CONDITIONAL USE PERMIT FOR RAY & KEITH STILWELL

The Board met today at 10:31 a.m. to go on the record to postpone the public hearing in the matter of an appeal of Case No. PH2017-36 regarding a conditional use permit for Ray and Keith Stilwell. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Planner Daniel Litster, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to postpone the hearing to March 12, 2018 at 10:30 a.m. The hearing concluded at 10:33 a.m. An audio recording is on file in the Commissioners' Office.

EIGHTEENTH DAY OF THE NOVEMBER TERM, A.D., 2017  
CALDWELL, IDAHO DECEMBER 8, 2017

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

### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Idaho Tower Construction Co. in the amount of \$22,750.00 for the Information Technology department

### CONSIDER INDIGENT DECISIONS

The Board met today at 8:46 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale and Steve Rule, Customer Service Specialist Robin Sneegas (left at 8:48 a.m.), Customer Service Specialist Kelly Galloway (left at 8:48 a.m.), Chief Deputy Clerk Drew Maffei (left at 8:48 a.m.), Director of Indigent Services Yvonne Baker, Indigent Services Case Manager Terri Salisbury, Deputy P.A. Brad Goodsell and Deputy Clerk Jenen Ross. The following cases do not meet eligible criteria for county assistance: 2018-0128, 2018-0196, 2018-0113, 2018-0130, 2018-0131, 2018-0187, 2018-0116, 2018-0118, 2018-0229, 2018-0093, 2018-0104, 2018-0111, 2018-0197, 2018-0119, 2018-0192, 2018-0120, 2018-0109, 2018-0106, 2018-0127, 2018-0099, 2018-0108, 2018-0225, 2017-1697 and 2017-1708 Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to issue initial denials with written decisions to be issued within 30 days. Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to approve the cremation for case no. 2017-246. Director Baker and Ms. Salisbury made the Board aware of case no. 2018-267 that may be coming before them for cremation approval. The meeting concluded at 9:02 a.m. An audio recording is on file in the Commissioners' Office.

### CONSIDER SIGNING A RESOLUTION GRANTING SYNGENTA CROP PRODUCTION, LLC, A PROPERTY TAX EXEMPTION PURSUANT TO IDAHO CODE §63-602NN

The Board met today at 9:05 a.m. to consider signing a resolution granting Syngenta Crop Production, LLC, a property tax exemption pursuant to Idaho Code §63-602NN. Present were: Commissioners Tom Dale and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley, Deputy P.A. Brad Goodsell, Attorney Bill Gigray, III, Pat Charlton, the Superintendent of Vallivue School District, Weed and Gopher Control Superintendent Jim Martell, Legal Assistant Marci Guzman, Legal Assistant Shantra Hannibal, other citizens, and Deputy Clerk Monica Reeves. Commissioner Dale noted that the Board is in receipt of two letters of objection, one from the Canyon Highway District and one from the Star Fire Protection District. Brad Goodsell said the letters appear to take the position that the exemption does not comply with the County ordinance and that Syngenta is not eligible for a 50% exemption; however, under Section IX of the ordinance, New Investment in Existing Business, the investment level requires only a \$3 million investment, it does not require job creation. Under Section X Additional Exemption for Demonstrated Indirect Benefits, there is a 20% additional exemption that is based on the multiplier greater than one (1.00) so between those two sections that's a 50% exemption which is what is being proposed. Bill

Gigray is the attorney for Canyon Highway District and for the Star Fire District which both received notice of this pending request on behalf of Syngenta for this tax exemption. They filed a notice of objection for purposes of standing and to provide the Board with information in regards to their property tax and their current budgets and what the impact of a reduction of 50% of their property tax would amount to in terms of property tax revenue to those two districts. If it's a full \$35 million it would be roughly \$35,000 per year for the Star Fire District and roughly \$25,000 a year to the Canyon Highway District. The notice indicated the application was being made pursuant to Idaho Code Section 63-602NN and then they had to make a public records request in order to obtain a copy of the application which indicates it's under Idaho Code Section 63-606A not 63-602NN. Their objection is that the notice identifies one application under one set of statutes but then they find out it's actually under another statute. If it really is under Section 63-606A then he agrees that that statute doesn't require the County to give any notice, on the other hand, if the Board is reviewing this application under Section 63-606A he submits that the application doesn't establish a factual basis that the property benefit to the citizens or the taxing districts is at such a degree that the exemption would be necessary and just. He said the application appears speculative and it looks like some decision has to be made in Switzerland as to whether or not they're going to do it in the first place. It is not real detailed as to what the plan is and what the benefit will be other than it might be a greenhouse with an additional potential 10 employees. Commissioner Dale said his understanding of property tax exemptions is to provide incentive to build in Canyon County, and one of the decision points for the home company is whether this is the right place based on the cost of the taxes. He said it's interesting when talking about exempting 50% of some taxes because if Syngenta doesn't get this exemption and because of that exemption loss they choose to build at the other location then we have 100% of nothing. The County is not exempting any existing property, all we are considering exempting is the new construction and the new facility and so if that does come then all the taxing entities will benefit because they will receive 50% of that total bill. It's a win-win for everybody. Commissioner Rule said he is pro-industry and pro-business but we have two letters from districts who want more information. Mr. Goodsell said the proposed resolution is to grant an exemption of 50% to Syngenta if they decide to expand, and it's also conditional on them making an investment that's listed in their plan, which is attached to the resolution, and creating the jobs they said they will create. Unless they do the investment and create the jobs they are not entitled to the exemption. Superintendent Pat Charlton said the Vallivue School District is not opposed to the tax exemption it just appears they are asking for a Level 2 rather than the Level 1 that they qualify for because it's only 10 jobs and with their level of improvement they would only qualify for three years rather than the five years they are asking for under Level 2 so they are fine with Level 1, they just don't think Syngenta meets the threshold under the ordinance for Level 2. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to sign the resolution granting the property tax exemption. (See Resolution No. 17-205.) The meeting concluded at 9:18 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE CONSIDER SIGNING TRIA REJECTION FOR 2017-2018



The Board met today at 9:35 a.m. for a legal staff update and to consider signing the TRIA rejection for 2017-2018. Present were: Commissioners Tom Dale and Pam White, Chief Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, Deputy P.A. Zach Wesley and Deputy Clerk Jenen Ross. Sam Laugheed said this is the Terrorism Risk Insurance Coverage Act rejection of coverage; it's related to a federal law that they have to provide this opportunity to public entities to insure for terrorism events. However, it is difficult to certify an event that is qualifying under this insurance coverage, the threshold for 2017 is \$140 million in insured loss and the premium is \$107,000. If the Board chooses to reject the coverage, which is Mr. Laugheed's recommendation, if an event were to occur it would just fall under the regular ICRMP coverage. If there were an act of terrorism it wouldn't be paid out on an item by item basis, there is a \$50 million pool that covers all the counties and we would get a prorated share of it. Upon the motion by Commissioner White and second by Commissioner Dale the Board voted unanimously to sign the TRIA rejection for 2017-2018.

Zach Wesley brought an insurance proposal for the Healthcare Trustees, it is a policy that has been carried since the initiation of the plan. The county is covered for errors, omissions, theft, etc. under the ICRMP policy but this policy covers the Healthcare Trustees as a separate legal entity to include things such as breach of their fiduciary duties, errors, omissions, etc. The policy this year is approximately \$95 less than last year. He is asking for Board direction to renew. Upon the motion by Commissioner White and second by Commissioner Dale the Board voted unanimously to renew the contract. There is nothing to be signed at this point, authorization to renew will be done by email. Mr. Wesley also brought to the Board's attention that at 11:00 a.m. today there was a hearing for Baker Land Management scheduled. Commissioner Rule has indicated that he will not be able to attend but Todd Lakey, who represents Baker Land Management, has indicated that they wanted to continue with the hearing anyway. Unfortunately since the agenda has been noted for more than 24 hours that the hearing would be postponed we will not be able to conduct the hearing today. Mr. Lakey is aware of the situation but will be in attendance at 11:00 a.m. today for a new hearing date to be set.

Mr. Laugheed said he recently received an email from Bill Valdez of the DLR Group after which he forwarded an attorney-client message to the Board and Sheriff regarding the matter. He is wondering if there has been any agreement among the Board as to setting a meeting or waiting until January. Commissioner Dale said he would like to open an RFI (request for information) allowing other groups to review the DLR analysis and see what else could be offered. Commissioner White agrees the county needs to do its due diligence but this study has already been paid for and we know what the need is and their perceived cost. She wants to be able to preserve the integrity of the study and have the study not be a waste of tax payer dollars. Commissioner White would like more examination of the cost of building a new jail. Mr. Laugheed said that still based on the DLR report we can ask other organizations what projects they've worked on a national basis are similar in scope to what our concept design is, what was the cost and where are they located. It would work as more reference to validate what we already have. Mr. Laugheed would like to agendize an open meeting to have this sort of conversation with the stakeholders. The Board would like to see an open meeting happen before Christmas and Commissioner Dale asked Mr. Laugheed to prepare a draft for the RFI. Mr. Laugheed will work with Board staff to get a meeting

scheduled. The meeting concluded at 9:53 a.m. An audio recording is on file in the Commissioners' Office.

RESCHEDULE PUBLIC HEARING REGARDING THE REQUEST BY BAKER LAND MANAGEMENT, LLC FOR A CONDITIONAL REZONE WITH A DEVELOPMENT AGREEMENT, CASE NO. CR-PH2017-41

The Board met today at 11:05 a.m. to go on the record to reschedule the public hearing regarding the request by Baker Land Management, LLC, for a conditional rezone with a development agreement, Case No. CR-PH2017-41. Present were: Commissioners Tom Dale and Pam White, DSD Director Tricia Nilsson, DSD Planner Debbie Root, Deputy P.A. Zach Wesley, Todd Lakey, interested citizens, and Deputy Clerk Monica Reeves. Commissioner Rule was unable to attend today's hearing but he wants to participate in it so the Board will consider a postponement. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to postpone the hearing to Thursday, January 18, 2018 at 2:00 p.m. The proceeding concluded at 11:06 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION PURSUANT TO IDAHO CODE, SECTION 74-206(1) (C): TO DISCUSS POTENTIAL ACQUISITION OF AN INTEREST IN REAL PROPERTY

Commissioner White made a motion to go into Executive Session at 11:32 a.m. pursuant to Idaho Code, Section 74-206(1) (c) to discuss acquisition of an interest in real property. The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale and Pam White, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, Parks Director Nicki Schwend, Assistant Parks Director Kathy Kershner, Outdoor Recreation Planner Laura Barbour, Tom Bicak, Mark Clark, Steve Clark, Legal Assistants Marci Guzman, Jody Hedges, and Shantra Hannibal, and Deputy Clerk Monica Reeves. The Executive Session concluded at 11:56 a.m. with no decision being called for in open session.

MEETING TO DISCUSS TILING OF THE CANYON COUNTY FAIRGROUNDS

The Board met today at 1:33 p.m. to discuss tiling of the canal that runs through the Canyon County fairgrounds, more specifically the events center property. Present were: Commissioners Tom Dale and Steve Rule, Facilities Director Paul Navarro, Caldwell Finance Director ElJay Waite, Caldwell Public Works Director Brent Orton, and Deputy Clerk Monica Reeves. Commissioner Rule said he suggested tiling the canal (Wilson Drain), which takes up a lot of ground, because it would greatly expand the footprint for the fairgrounds. He spoke to a contractor who bid a similar project and their bid was \$475 per foot for digging a new trench, dewatering, putting in concrete tile, backfilling, and re-routing the water. There is pile of dirt on the property that's left over from the College of Idaho library project that

could be used to help keep the costs of the tiling down. Commissioner Dale said Fair Director Diana Sinner has talked about the potential of building a new fair building on site and using some ground for a concert venue. Brent Orton said it's a great idea and for the way we want to use the space it makes a lot of sense not to have the open water. The Bureau of Reclamation owns the canal but the City of Caldwell and Pioneer Irrigation District are petitioning to transfer title so it will belong to the city. He said they will get a consent to use agreement with the Bureau of Reclamation and a permit from the Corp of Engineers and then it can be realigned. The cost is estimated to be around \$500,000 and ElJay Waite said the city will pay for half the cost. Commissioner Rule said perhaps it could be a 60/40 split with the city doing the engineering and permitting. Mr. Orton said the city wants to get a good sense of what the optimal scenario is in terms of where buildings will be placed so they can make sure to realign it in a way that gives the most flexibility for future use. He spoke about how the city is looking to expand parking with Union Pacific into their right-of-way and bring it behind the ball fields all the way to Linden Street. Commissioner Rule asked Mr. Waite and Mr. Orton to talk to Mayor Nancolas and consider putting together a proposal on what the city would charge for engineering and permitting and how much funding they could put toward the project. Mr. Orton thinks the project could possibly happen in the fall of 2018, depending on whether the Bureau of Reclamation can process it in time. He estimates the construction phase will take three months. Commissioner Dale would like another meeting with this group as well as Fair Director Sinner and Mayor Nancolas so they can talk about the master plan for the fair. The meeting concluded at 1:56 p.m. An audio recording is on file in the Commissioners' Office.

The minutes of the fiscal term of November 2017 were read and approved and found to be a proper record of the proceedings of the board of Canyon County Commissioners, Canyon County Idaho.

Dated this 12 day of January, 2018 and signed by Canyon County Board of Commissioners Steven J. Rule and Tom Dale; Attest: Chris Yamamoto, Clerk; J. Ross, Deputy Clerk

FIRST DAY OF THE DECEMBER TERM, A.D., 2017  
CALDWELL, IDAHO DECEMBER 11, 2017

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

#### COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:35 a.m. for an office staff meeting. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy Clerk Jenen Ross, Sr. Administrative Specialist Jamie Miller, and Deputy Clerk Monica Reeves. The Board reviewed this week's schedule with staff. No Board action was required or taken. The meeting concluded at 8:43 a.m. An audio recording is on file in the Commissioners' Office.

#### CONSIDER SIGNING FY2017 HISTORIC PRESERVATION AGREEMENT WITH CALDWELL VETERANS' COUNCIL FOR THE CALDWELL VETERANS' MEMORIAL HALL

The Board met today at 9:03 a.m. to consider signing FY2017 Historic Preservation Agreement with Caldwell Veterans' Council for the Caldwell Veterans' Memorial Hall. Present were: Commissioners Tom Dale, Pam White and Steve Rule and Deputy Clerk Jenen Ross. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to sign the FY2017 Historic Preservation Agreement with Caldwell Veterans' Council (see agreement no. 17-174). The meeting concluded at 9:04 a.m. An audio recording is on file in the Commissioners' Office.

#### QUARTERLY MEETING WITH THE WEED CONTROL SUPERINTENDENT AND GOPHER DISTRICT DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 9:33 a.m. for a Quarterly meeting with the Weed Control Superintendent and Gopher District Director to discuss general issues, set policy, and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Weed and Gopher Director Jim Martell and Deputy Clerk Jenen Ross.

#### EXECUTIVE SESSION – PERSONNEL MATTER

*Note for the record: As properly noticed the Board met today at 9:33 a.m. for a Quarterly meeting with the Weed Control Superintendent and Gopher District Director. A request was made to go into Executive Session to discuss a personnel matter. The Executive Session was held as follows:*

Commissioner White made a motion to go into Executive Session at 9:33 a.m. pursuant to Idaho Code, Section 74-206(1) (b). The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners

Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Dale, White and Rule, Weed and Gopher Director Jim Martell and Deputy Clerk Jenen Ross. The Executive Session concluded at 10:22 a.m. with no decision being called for in open session.

#### MEETING WITH THE COUNTY AGENT TO DISCUSS GENERAL ISSUES

The Board met today at 1:46 p.m. for a meeting with the County Agent to discuss general issues. Present were: Commissioners Tom Dale, Pam White and Steve Rule, County Agent Jerry Neufeld, 4-H Extension Educator Carrie Johnson and Deputy Clerk Jenen Ross. Mr. Neufeld updated the Board on the following items: They've had a Livestock Educator position open for several months and have been thru two rounds of advertising the position and reviewing of the applications without any success so they are going to wait until the new year to post the position again. There were recently some new signs installed on the building, however, they are smaller than the previous signs. Debbie Lee Clancy will be out for about 6 weeks starting sometime in December so they will hire a part-time person to help cover that position while she's out. On Wednesday of this week Mr. Neufeld will be hosting a pesticide applicator recertification and there is an irrigation conference that will take place Thursday in Ontario. Rich Guggenheim is starting to interview people for the Master Gardener program. Ms. Johnson provided the following updates on 4-H: they are working on getting new kids who are interested in 4-H placed in clubs and getting new leaders certified. They've been holding a lot of advisory meetings to get input from families and other stakeholders as far as things they can improve for spring and summer programming. The Family Consumer Sciences Advisory group will meet next month, additionally they have created a youth advisory where youth will be invited in to advise on what kind of leadership opportunities they want or need. Ms. Johnson has been working with Sacagawea Elementary and recently just taught a babysitting class. She will also be teaching a babysitting class thru Caldwell Parks and Rec. The meeting concluded at 2:00 p.m. An audio recording is on file in the Commissioners' Office.

#### MEETING WITH VALLEY REGIONAL TRANSIT TO DISCUSS NEWLY APPROVED CANYON COUNTY SERVICE CHANGES FOR VALLEYRIDE BUS ROUTES FOR THE NAMPA/CALDWELL FIXED-ROUTE BUS SERVICE SYSTEM AND TO THE INTERCOUNTY BUS SERVICE BETWEEN ADA AND CANYON COUNTIES

The Board met today at 2:37 p.m. for Valley Regional Transit's presentation of the draft Valley Connect 2.0 Plan. Present were: Commissioners Tom Dale and Pam White, Stephen Hunt, VRT Principal Planner, and Deputy Clerk Monica Reeves. Mr. Hunt said VRT is looking for ways to improve the service in Nampa and Caldwell to serve more people/places with the goals of improving connections to new developments, increasing ridership and enhancing connections to key institutions. VRT has solicited public comment on their plan. Today there are four routes and they are trying to create a stronger north/south access from south Nampa out to CWI that runs in both directions on 16<sup>th</sup> and Garrity. They provide 30-

minute service in the peak period so that will improve connections. They have combined the Caldwell service and the boulevard service into a single route that goes to the Department of Labor and the Department of Health and Welfare on Franklin Road, then it comes into downtown Caldwell to 10<sup>th</sup> Avenue to the West Valley Medical Center and down the boulevard to the Treasure Valley Marketplace. They were asked by a rider to install flags at the onramp across I-84 on Midland so people who are walking across the onramp are more visible. They will maintain service on 12<sup>th</sup> Avenue South in Nampa. Ridership has been declining on the inter-county and the local services due in part to lower gas prices and because it takes too long to reach the destination. Route 42 is an inter-county route that goes from CWI to Meridian and then to the mall in Boise. They have extended the route to the Happy Day Transit Center to provide new connections between the boulevard and Meridian during mid-day, and they adjusted the time between other routes for a longer span of service. Currently there is no Saturday service in Canyon County. The changes will take place on January 15 and VRT will continue working with Nampa and Caldwell as well as St. Luke's on trying to generate some awareness of the changes. Commissioner White spoke about how kids could utilize the service to go to the mall or to the movie theater. Commissioner Dale said it's critical to include service for those who live on Nampa's north side so they can access the grocery store. Mr. Hunt said they will continue to look at that. The meeting concluded at 3:04 p.m. An audio recording is on file in the Commissioners' Office.

SECOND DAY OF THE DECEMBER TERM, A.D., 2017  
CALDWELL, IDAHO DECEMBER 12, 2017

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

No meetings scheduled

THIRD DAY OF THE DECEMBER TERM, A.D., 2017  
CALDWELL, IDAHO DECEMBER 13, 2017

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

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- CDW Government in the amount of \$35,117.46 for the Fleet department
- Motorola Solutions in the amount of \$28,279.26 for the Fleet department

- CDW Government in the amount of \$1435.40 for the Information Technology department
- Neopost USA Inc. in the amount of \$1203.60 for the Information Technology department

#### APPROVED CLAIMS ORDER NO. 12-14-17

The Board of Commissioners approved payment of County claims in the amount of \$20,128.47 for accounts payable.

#### CONSIDER SIGNING TREASURER'S TAX CHARGE ADJUSTMENTS BY PIN

The Board signed the Treasurer's Tax Charge Adjustments by PIN for November 2017.

#### CONSIDER INDIGENT DECISIONS

The Board met today at 10:00 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale and Pam White, Customer Service Specialist Robin Sneegas, Customer Service Specialist Kelly Galloway and Deputy Clerk Jenen Ross. The following cases do not meet the eligible criteria for county assistance: 2018-0134, 2018-0141, 2018-0222, 2018-0138, 2018-0133, 2018-0242, 2018-0146, 2018-0145, 2018-0139, 2018-0040, 2018-0191, 2018-0074, 2018-0004, 2018-0142, 2018-0179 and 2018-0090 Upon the motion by Commissioner White and second by Commissioner Dale the Board voted unanimously to issue denials on the cases as read into the record with written decisions to be issued within 30 days. Case no. 2018-267 meets the requirements for county approval for cremation and upon the motion by Commissioner White and second by Commissioner Dale the Board voted unanimously to approve the cremation. The meeting concluded at 10:02 a.m. An audio recording is on file in the Commissioners' Office.

#### REFUND FOR MIKE BYERS FOR A CONDITIONAL USE PERMIT FEE

The Board met today at 10:34 a.m. to consider signing a resolution to issue a refund to Mike Byers for a Conditional Use Permit fee. Present were: Commissioners Tom Dale and Pam White and Deputy Clerk Jenen Ross. Upon the motion by Commissioner White and second by Commissioner Dale the Board voted unanimously to sign a resolution issuing a refund to Mike Byers (see resolution no. 17-206). The meeting concluded at 10:35 a.m. An audio recording is on file in the Commissioners' Office.

FOURTH DAY OF THE DECEMBER TERM, A.D., 2017  
CALDWELL, IDAHO DECEMBER 14, 2017



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

#### APPROVED CLAIMS ORDER NO.12-27-17

The Board of Commissioners approved payment of County claims in the amount of \$83,486.51, \$64,138.43 and \$233,448.45 for accounts payable.

#### APPROVED OCTOBER 2017 TERM COMMISSIONER PROCEEDINGS AND SYNOPSIS

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

#### INDIGENT MATTERS

The Board met today at 8:49 a.m. to consider indigent matters. Present were: Commissioners Tom Dale and Pam White, Director of Indigent Services Yvonne Baker, Hearing Generalist Kellie George and Deputy Clerk Jenen Ross. Upon the motion by Commissioner White and second by Commissioner Dale the Board voted unanimously to continue the following cases to February 8, 2018: 2017-1544, 2017-1449 and 2017-1448. Upon the motion by Commissioner White and second by Commissioner Dale the Board voted unanimously to issue final denials on the following cases with written decisions to be issued within the next 30 days: 2017-698, 2017-1615 and 2017-789. The following cases meet all the eligibility requirements for approval: 2017-1560 and 2016-1614, upon the motion by Commissioner White and second by Commissioner Dale the Board voted unanimously to issue approvals with written decisions to be issued within 30 days. Upon the motion by Commissioner White and second by Commissioner Dale the Board voted unanimously to place the following cases in suspension: 2017-617 and 2017-557. The meeting concluded at 8:55 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-1438

The Board met today at 9:11 a.m. to conduct a medical indigency hearing for Case No. 2017-1438. Present were: Commissioners Tom Dale and Pam White, Hearing Generalist Kellie George, Director of Indigent Services Yvonne Baker, The applicant, Julie Wood with MedData for St. Alphonsus, Deputy P.A. Allen Shoff, Deputy P.A. David Eames and Deputy Clerk Jenen Ross. Upon the motion of Commissioner White and the second by

Commissioner Dale, the Board voted unanimously to continue the case to February 8, 2018. The hearing concluded at 9:18 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NOS. 2017-1037, 2017-1115, 2017-1201 AND 2017-1629

The Board met today at 9:24 a.m. to conduct a medical indigency hearing for Case Nos. 2017-1037, 2017-1115, 2017-1201 and 2017-1629. Present were: Commissioners Tom Dale and Pam White, Hearing Generalist Kellie George, Director of Indigent Services Yvonne Baker, Amber Jones for St. Luke's, Attorney Mark Peterson for St. Luke's, Deputy P.A. David Eames, Deputy P.A. Allen Shoff and Deputy Clerk Jenen Ross. The applicant did not appear. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to continue the cases to March 8, 2018. The hearing concluded at 10:16 a.m. An audio recording is on file in the Commissioners' Office.

#### CONSIDER MEDICAL INDIGENCY MATTERS

The Board met today at 10:22 a.m. to consider medical indigency matters. Present were: Commissioners Tom Dale and Pam White, Hearing Generalist Kellie George, Director of Indigent Services Yvonne Baker, Deputy P.A. David Eames, Deputy P.A. Allen Shoff and Deputy Clerk Jenen Ross. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to issue final denials on the following cases with a written decisions to be issued within 30 days: 2017-1472, 2017-1437, 2017-1244, 2017-1445 and 2017-1179. The hearing concluded at 10:23 a.m. An audio recording is on file in the Commissioners' Office.

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

*Note for the record: As properly noticed the Board met today at 10:27 a.m. for a legal staff update. A request was made to go into Executive Session to discuss records exempt from public disclosure and attorney-client communication and communicate legal counsel regarding pending/imminently likely litigation. The Executive Session was held as follows: Commissioner White made a motion to go into Executive Session at 10:28 a.m. pursuant to Idaho Code, Section 74-206(1) (d) and (f). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Pam White and Tom Dale, Deputy P.A. Brad Goodsell, Deputy P.A. Zach Wesley and Deputy Clerk Jenen Ross. The Executive Session concluded at 10:52 a.m. with no decision being called for in open session.*

PUBLIC HEARING – REZONE REQUEST BY JJ HESS, LLC, CASE NO. PH2017-28

The Board met today at 1:33 p.m. to conduct a public hearing in the matter of a request by JJ Hess, LLC, for a rezone for Case No. PH2017-28. Present were: Commissioners Tom Dale and Pam White, DSD Planner Jennifer Almeida, William Mason, Gina Williams, interested citizens, and Deputy Clerk Monica Reeves. Jennifer Almeida gave the oral staff report. The request is to rezone 11.29 acres from an “A” (Agricultural) zone to an “R-1” (Single Family Residential) zone. The property is located in Nampa’s impact area and a portion of the property is located within the flood zone. The proposed rezone compiles with the future land use map for the Canyon County as well as the City of Nampa. The surrounding area is a mix of residential and agricultural uses and exhibit 13 shows there are a variety of parcel sizes that currently exist in the area. There are 44 platted subdivisions within one mile of property with an average lot size of .65 acres. The proposed development would create lots that are larger than the average lot size within one mile and would not be an incompatible land use. Southwest District Health has requested the applicant schedule a predevelopment meeting to discuss the project. Nampa Highway District has no objection to the rezone as long as the project meets their standards and complies with the recorded deed restrictions. The restriction dictates the access location on Madison road. The City of Nampa reviewed the request and stated no objections, but did request dedication for future right-of-way. Staff has found the rezone meets the zoning ordinance and complies with the comprehensive plan. The P&Z Commission recommended approval on October 19, 2017; staff is also recommending approval. William Mason stated the property is contiguous to the City of Nampa and the sewer will come from the northwest in the future; the city didn’t see any issue with the larger lots and septic systems with the health district’s approval. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to close the public hearing. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to approve Case No. PH2017-28 to rezone Parcel No. 30795 from an “A” (Agricultural) zone to an “R-1” (Single Family Residential) zone. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to approve the ordinance directing amendments to the zoning map. (See Ordinance No. 17-021.) The hearing concluded at 1:41 p.m. An audio recording is on file in the Commissioners’ Office.

PUBLIC HEARING – REZONE REQUEST FOR JJ HESS LIVING TRUST, CASE NO. PH 2017-29

The Board met today at 2:02 p.m. to consider a rezone request for JJ Hess Living Trust, Case No. PH2017-29. Present were: Commissioners Tom Dale and Pam White, DSD Planner Jennifer Almeida, William Mason, interested citizens, and Deputy Clerk Monica Reeves. Jennifer Almeida gave the oral staff report. The property is approximately 34 acres and is zoned agriculture and the future land use is residential. The applicant is requesting a rezone from agricultural to single family residential and is proposing to develop the five acres located on the east side of Mason Creek, and the remaining 29 acres will be platted as one large lot. There are 35 platted subdivisions within one mile for an average lot size .73 acres. The applicant will be required to adhere to the zoning ordinance and FEMA requirements during development. The Nampa Highway District had no objections but indicated any new

points of access will be required to meet spacing requirements. The Nampa engineering department noted no concern with the project and requested dedication for future right-of-way. Staff has found that the proposed rezone meets the zoning ordinance and complies with comprehensive plan. The P&Z Commission recommended approval on October 19, 2017 and staff is recommending approval. William Mason testified they are only planning to develop on the east side of Mason Creek; the large lot will continue to be farmed until at some point in the future when city services get there because of the high flood plain and high water. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to close the public hearing. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to approve Case No. PH2017-29 to rezone from "A" to "R-1" (Single Family Residential). Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to approve the ordinance directing amendments to the zoning map. (See Ordinance No. 17-022.) The hearing concluded at 2:08 p.m. An audio recording is on file in the Commissioners' Office.

**FIFTH DAY OF THE DECEMBER TERM, A.D., 2017**  
**CALDWELL, IDAHO DECEMBER 15, 2017**

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

No meetings scheduled.

**SIXTH DAY OF THE DECEMBER TERM, A.D., 2017**  
**CALDWELL, IDAHO DECEMBER 18, 2017**

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

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

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

**APPROVED PURCHASE ORDER**

The Board approved the following purchase order(s):

- Caldwell Glass in the amount of \$1177.56 for the Prosecuting Attorney's Office
- Intermountain Communications in the amount of \$1425.00 for the Sheriff's Office
- CDW Government in the amount of \$1435.40 for the Information Technology department

#### SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for Muniz Family Grocers Inc. dba Grocery Outlet of Caldwell (see resolution no. 17-207).

#### EXECUTIVE SESSION TO CONSIDER PERSONNEL MATTER PURSUANT TO IDAHO CODE 74-206(1)(A) AND (D) - INTERVIEWS AND CANDIDATE EVALUATIONS FOR WEED AND GOPHER CONTROL SUPERINTENDENT; POSSIBLE DECISION TO FOLLOW IN OPEN SESSION

As scheduled the Board met today at 8:47 a.m. for an Executive Session to consider a personnel matter pursuant to Idaho Code Section 74-206(1)(a) and (d) – interviews and candidate evaluations for the Weed and Gopher Control Superintendent position, with a possible decision to follow in open session. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to go into Executive Session pursuant to Idaho Code Section 74-206(1)(a) and (d). Present were: Commissioners Tom Dale, Pam White and Steve Rule, HR Director Sue Baumgart, Weed and Gopher Control Superintendent Jim Martell, and Deputy Clerk Monica Reeves. Adam Mondor arrived at 8:48 a.m., left at 9:31 a.m. Bryan Dallolio arrived at 9:32 a.m. and left at 10:15 a.m. Richard Friddle arrived at 10:21 a.m. and left at 10:57 a.m. The Executive Session concluded at 11:25 a.m. with no decision being called for in open session.

SEVENTH DAY OF THE DECEMBER TERM, A.D., 2017  
CALDWELL, IDAHO DECEMBER 19, 2017

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

APPROVED CLAIMS ORDER NO. 12-27-17

The Board of Commissioners approved payment of County claims in the amount of \$100,725.21, \$99,607.15, \$19,514.22, \$50,209.51 and \$30,144.67 for accounts payable.

#### APPROVED CLAIMS ORDER NO. 1806

The Board of Commissioners approved payment of County claims in the amount of \$1,631,736.71 for a County payroll.

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- HP Public Sector Sales in the amount of \$3773.07 for the Court Clerks

#### LEGAL STAFF UPDATE AND CONSIDER AGENDA ITEMS

The Board met today at 9:00 a.m. for a legal staff update and to consider agenda items. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Brad Goodsell, Deputy P.A. Allen Shoff (left at 9:38 a.m.), Parks Director Nicki Schwend (left at 9:38 a.m.), Assistant Parks Director Kathy Kershner (left at 9:38 a.m.), Catrine McGregor with 2C Entertainment, LLC (left at 9:38 a.m.) and Deputy Clerk Jenen Ross.

***Consider signing application from 2C Entertainment, LLC for commercial filming / still photography permit at Celebration Park:*** Allen Shoff said this a standardized application for a commercial, film or photography permit. With this particular application Director Schwend has reviewed the application and provided a letter to the Board explaining her stance on the application as she is not in favor of allowing this filming to take place at Celebration Park and Guffey Bridge (a copy of this letter is on file with this day's minute entry). Her reasons for not being in favor of this request include:

- The film does not adhere to the Parks mission statement or in any way enhance the 30 year educational legacy.
- Park staff is concerned about the negative association of the easily recognizable historic Guffey Bridge with suicide or the possibility of it being a viable suicide location.
- Concern over the lack of safety equipment on site during filming.
- The bridge railing was purposefully built chest-high and the top rail was designed to make it impossible to stand on.

Ms. McGregor said the actors will not be standing on the railing, just scuffling on the bridge and she does not feel there would be any negative connotation associated with the bridge. This will be a short, stand-alone film and that there may be other scenes filmed at Guffey Bridge and the rest of the film will be shot in Marsing. At one point she was told that they didn't actually need a permit as long they aren't blocking traffic. Commissioner Dale thinks this would be a good way to recognize the beautiful places within Canyon County. He

doesn't feel there would be any negative connotation with this film and it could actually be a good thing as it shows someone being saved from committing suicide. Commissioner White feels Celebration Park is all about the educational process for the hundreds of kids that come to Canyon County. She is very hesitant because of the potential press/news coverage the bridge may get even if the film is not seen by many Canyon County residents. Commissioner White feels there is good in the message of the movie but she does not want that area to be a part of that. Ms. McGregor said her first choice was to use Walter's Ferry Bridge but there is some question as to who has jurisdiction over that bridge and the condition of the bridge. Commissioner Dale feels that if you get the film industry to realize the beauty of this area and the Snake River Canyon there may be some amount of commercialism and he sees the potential for economic development. He likes the idea of redemption in a movie and feels it may persuade someone thinking about suicide to change their mind. He likes the idea of promoting what Canyon County has and inviting more people to this area. Commissioner White would like to have further discussion when the full Board is able to be in attendance and also the opportunity to obtain some additional information in regards to Walter's Ferry Bridge. Commissioner Dale said he would like to see this happen and thinks it is good publicity for Celebration Park and doesn't see the negatives. An additional meeting will be held on December 21, 2017 for further discussion and a decision with the full Board.

***Consider signing a resolution authorizing the quitclaim deed of parcel 31793011 0 to Second Chance Equity Partners, LLC:*** Brad Goodsell said this is property the county acquired by tax deed, it is part of a subdivision that was never used. Another developer would like to purchase this property; the amount owed to the county is a little over \$600 and Second Chance Equity Partners, LLC has offered \$1000 to purchase the property by quitclaim deed. Upon the motion by Commissioner White and second by Commissioner Dale the Board voted unanimously to sign the resolution authorizing the quitclaim deed of parcel 31793011 0 to Second Chance Equity Partners, LLC (see resolution no. 17-208).

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

The meeting concluded at 9:41 a.m. An audio recording is on file in the Commissioners' Office.

#### MEETING TO DISCUSS CANYON COUNTY CRISIS CENTER FUNDING

The Board met today at 1:35 p.m. to discuss funding for a Canyon County Crisis Center. Present were: Commissioners Tom Dale and Pam White, Clerk Chris Yamamoto, Controller Zach Wagoner, Representative Rick Youngblood, Southwest District Health Director Nikki Zogg, Jared Tatro from Legislative Services Office, Dennis Baughman, Project Director at Lifeways, Nicole Foy from the Idaho Press-Tribune and Deputy Clerk Monica Reeves. There are seven health districts in Idaho and those are the regions the state is focusing on: There are centers in Idaho Falls, Twin Falls and Coeur d'Alene, and Ada County just opened its center last week. The other three remaining areas are Lewiston, Canyon County and Pocatello. It is believed that Governor Otter will recommend funding this year for the

remaining three centers which starts out with an initial onetime amount of \$200,000 and an ongoing amount of \$1,520,000 for each center. The \$200,000 is for the purchase/remodel of a facility to get it up and going, and the \$1.5M is built into the Department of Health and Welfare's base budget. Mr. Tatro said they start with the base and determine if they need to add or take away based on maintenance adjustments or line items so it's built in with the intent of perpetuity but it can go away pending recessions, or, if the economy is doing well they can add to it. Commissioner White said she'd heard that funding will be reduced by 20% every year until it's down to \$750,000. Mr. Tatro said that's not how it will work. Representative Youngblood said the intent was that the locals would develop a plan to work together and within four years we would hopefully be at a 50/50 number. He doesn't want to wait for discussion, he wants to get it out on the table so we know where we're headed and if it's of value to our region then let's get a partnership formed. It's been suggested to do a joint powers agreement (JPA), similar to what was used for the Allumbaugh House. Controller Wagoner asked if the \$1.5M is shared or spread throughout the seven districts. Mr. Tatro said it is not shared, each center has been appropriated \$1.5M in addition to the \$200,000. Director Zogg said it was her understanding that it would be reduced \$750,000 and we'd have to make up the other \$750,000 somewhere else. Mr. Tatro said Idaho Code says generate local support where possible, there's no timeline, dollar amount, or percentages, it's just where and when possible. The department has set forth in their contracts within two years to submit a plan on how you plan to get to 50%, but that could be three to ten years down the road; the ultimate goal is to get to a 50/50 split because the idea is once you fully fund four centers over time you'd be able to fully operate seven. The first and second centers become 50/50 so you now have enough to start another one but because of the issues in Idaho Falls where they refused to even waive a power bill – and they own the power company - no one was willing to talk and now they're wondering how to pay for it. Idaho Falls and Coeur d'Alene have both found operational savings so when you look at this year's request it's actually less than the \$1.5M times three; it's \$3.9 million for three centers and that's because they found savings at the other two centers. The money stayed within the H & W mental health budget to be used for other centers and unless the legislature says otherwise, it will stay in the budget. This year the request is for three centers but we have tax conformity, CHIP, affordable healthcare, so who knows what's going to happen and if they say we have to wait a year on crisis centers that money will still stay in the mental health budget with the intent that it is for crisis centers unless enough JFAC members and the legislature and the Governor all agree we need to change direction for those dollars. Commissioner Dale asked if there's a possibility to get the money this next budget year. Representative Youngblood said yes, this July. He's not saying we have to have dollars now but he'd like a commitment going forward that we can all be on the same page getting there. Commissioner White asked if the funding can be pulled if the locals don't meet a certain funding threshold. Mr. Tatro said he hasn't heard but anything is possible. Representative Youngblood said just because the Governor is recommending three centers doesn't necessarily mean that will happen, there could be just one. He has to compete against Lewiston and Pocatello if there's a need for a crisis center in this region and that's why if he can get commitment from his players we stand a good chance going in. He said Pocatello tried to go for a levy but it went down and some think it's because they tried to match it to a jail. Lewiston has their act together so they have a different model. Representative Youngblood complimented Director Zogg for the amount of work she has done on this



project, and Commissioner Dale added that under her leadership we have approached the SWDH board about becoming the conduit/the manager because you need a manager and we are looking at a model that is usable by all of the counties within our district, and the counties would cost share based on population. Director Zogg said she's talked to county commissions and hospitals and she will meet with insurance companies to see if we can work out some reimbursement for services. She prepared a draft breakout of how the public health districts are funded so it takes population and property valuation and applies that formula. She said they have good support from all counties, but Adams County has reservations about providing financial support unless we can increase access in proximity in their county. They've talked about a mixed model of having a crisis center and doing what District 2 is doing where they have stabilization beds across hospitals so she will reach out to Weiser Memorial and Valor in Emmett and see if they will provide a stabilization bed to give us an opportunity to have some mixed resources and she thinks that may bring Adams County onboard if we can do that. She said they also have also added telemental health to the proposal, and in terms of a joint power entity, that's something they feel is a way to have ongoing commitment. A work group is looking at if there's a threshold we can ask other cities to join the joint powers entity down the road. She hasn't asked for a firm figure from the hospitals yet because she wants to see what's happening with insurance payers first and then she will go to the hospitals who have said they will commit five figure amounts (tens of thousands of dollars). Her hope is to have a contract in place because they cannot join the joint powers entity since they aren't public entities so we'll have to find another contractual way to receive their funding. The same goes for the insurance companies. Mr. Tatro said both hospitals are on the joint powers for the Allumbaugh House and they do pay in year after year so they are familiar with comparable services. Commissioner White asked if the counties have agreed to the numbers in the draft plan. Director Zogg said they have not said no but she hasn't asked for an official vote partly because they are still working out the numbers, but the conversations have been positive. Commissioner Dale asked what the Board of Commissioners needs to do at this point. Representative Youngblood said he wants to go to the legislature and JFAC with the understanding that Region 3 (Canyon county and the hospitals) have discussed this upfront. His goal was to have a joint powers agreement signed by now with commitments saying we are kicking in funding in 2020 but he doesn't think he has time to get a joint powers by session. He wanted to talk about it so that everybody is aware of where we need to go. Director Zogg said they should have a draft joint powers entity agreement soon and she's proposing the approach that once we have a draft that covers everything is bring those entities together and talk about the budgeting pieces, and a phased-in approach to getting to the 50% over four years and then write those details into the joint powers agreement and then Representative Youngblood will have a draft to take to the legislature. Commissioner White said Canyon County pays the lion's share so we have to know what the fallback is and it has to be part of the plan so we can be prepared. Director Zogg said if anyone leaves the joint powers entity then the remaining entity would have to make decisions about cutting back, or changing the share, or decreasing service. Controller Wagoner asked if it's possible to get information from the other centers and whether those counties have saved on their involuntary mental hold expenditures. Representative Youngblood said the challenge with the other centers is no one is looking at that because they have the money and they're just keeping their heads down; they haven't been challenged to cross check or asked to be a part of it and that's why it's his drive is to

talk about it now. That's a piece we will have to drive ourselves. Mr. Baughman said a few years ago a presentation showed that Area 7 had a decrease in the amount of civil commitments, but he doesn't know if that related to the crisis center. Mr. Tatro said the Department of H & W and all the crisis centers have tried to analyze this. In their first year Idaho Falls said they were saving a lot and then the state said oh, you don't need as much funding so we're going to cut back, but when Idaho Falls said no, we are not saving that much. So when it comes to the individual centers they don't want to admit their savings but the state is trying to quantify it. It's impossible to prove one thing, but the data is starting to show that since crisis centers were introduced the numbers have improved. Clerk Chris Yamamoto said the more information we have to see the savings the more inclined he'd be to say it's a great idea. A crisis center is a great idea on its own, but who's going to pay for it? How much offset are we talking about and that's a selling point we have to the taxpayers. Controller Wagoner said our involuntary spending in three years has doubled and his fear is that if it continues and we become a fallback for the center that could really put us in a financial bind. Commissioner White does not believe 20 beds will be sufficient. Director Zogg said they have talked about that but we don't want to have a facility that we can't meet capacity at either. Mr. Tatro said on average Idaho Falls has 3 people in their facility a day but it's been as high as 15 and as low as 1. When talking about beds you aren't talking rooms; beds are two feet apart and you can bring mattresses from the back if there's space, but 20 is the staffing structure. Director Zogg said to Commissioner White's point, with the size of our population and the need of our population she anticipates we will have higher numbers and it'd be wise when looking at a facility to find something we can expand in. Mr. Tatro said Idaho Code says contributions can be in-kind or financial and he spoke about how costs could be offset with in-kind donations such as beds, equipment, or food. He will do some checking with the public utilities commission to see if there are ways to waive gas or power bills. Representative Youngblood said they need to work on a joint powers agreement and get it back to the Board of Commissioners. Mr. Tatro said February 2<sup>nd</sup> is when the mental health budget will be considered by JFAC and the Commissioners can listen live or come watch at 8 a.m. that day. Director Zogg submitted letters of support from West Valley Medical Center, Terry Reilly, Payette County Paramedics, the Nampa Police Department, the Canyon County Prosecuting Attorney, the Canyon County Sheriff, the Caldwell Police Chief the Canyon County Community Clinic and the Canyon County Ambulance District which are included with this day's minute entry. The meeting concluded at 2:24 p.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 2:38 p.m. for a monthly meeting with the Public Defender to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Pam White, Public Defender Aaron Bazzoli, Assistant Public Defender Scott James and Deputy Clerk Jenen Ross. Mr. Bazzoli updated the Board on year-to-date financial numbers. They are going to put a hold on out of state conferences for the time being. Mr. Bazzoli would like to have his attorneys attend more local conferences as he feels more can be gained from them both in connections to other attorneys along with education more

closely related to law within Idaho vs. how things are done in other states. Mr. Bazzoli is looking to create a more accurate system to track the number of cases the Public Defender is assigned on. He hopes it will more accurately reflect the number of cases his office is assigned to and will more closely match the numbers of the ISTARs/Odyssey systems. Mr. Budwani has resigned from his position with his last day being last week. Mr. Bazzoli will start the process of looking for a new office administrator in January; in the meantime he will work with HR to refine the job description. There is currently an assistant in place whom Mr. Budwani had been training over the past couple of weeks. Mr. Bazzoli has also met with the Ada County PD office to find out how their office is structured and ways he can apply their structure and organization to his office.

#### EXECUTIVE SESSION – PERSONNEL MATTER

*A request was made to go into Executive Session to discuss a personnel matter. The Executive Session was held as follows:*

Commissioner White made a motion to go into Executive Session at 2:51 p.m. pursuant to Idaho Code, Section 74-206(1) (b). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Dale and White, PD Aaron Bazzoli, Assistant PD Scott James and Deputy Clerk Jenen Ross. The Executive Session concluded at 3:13 p.m. with no decision being called for in open session.

An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

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

The Board met today at 3:19 p.m. for a monthly meeting with the Solid Waste Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Pam White, Solid Waste Director David Loper and Deputy Clerk Jenen Ross. Mr. Loper updated the Board on the following items: waste amounts were up 7.11% for September with fiscal year 2017 being up 7.20% collecting 265,017 tons of waste. For fiscal year 2018 October was up 14.3% and November was up 8.43%. The Title V permit is making its way thru the process. It has been under the 30-day comment period and so far no comments have been received. DEQ did have to share the plan with the State of Oregon just due to proximity; the prevailing winds don't go towards Oregon so it would be more about the dust issue. One impact once the permit comes thru will be dust control in regards to reporting, record keeping, inspections, etc. and part of dealing with that would be doing some research on what kind of water rights are available since they are currently only able to get water via a water truck during irrigation season. Some other options would include purchasing oil or molasses type mixes or possibly using some interim cover or slopes that aren't being used right now or possibly using more vegetation to keep some of the dust down. In regards to the Expansion Plan all the low flow pumps have been installed and sampled; they are still working on one well that didn't go down right that will have to be pulled out and replaced. Once the results are compiled he will update the Board. All of the TOPCON Equipment (GPS) has been received and installed. Director Loper has been

working with Director Navarro on the office addition. He has also been working with Sam Laugheed in the Prosecutor's Office and the Sheriff's Office on the inmate work release program; he hopes to have a complete plan to present to the Board in the near future. Starting in the New Year he will start the discussion on the fees and the fee scale. Commissioner White asked about the bio-solid program. Director Loper said it is still going well and he is continuing to take the waste from both Caldwell and Nampa. Nampa is currently in storage mode so they are taking more from Caldwell right now but once Nampa comes back online they will resume alternating days again. Commissioner White would like to see Director Loper attend the city council meetings to keep them updated on the program and to let them know how it's working. The meeting concluded at 3:31 p.m. An audio recording is on file in the Commissioners' Office.

EIGHTH DAY OF THE DECEMBER TERM, A.D., 2017  
CALDWELL, IDAHO DECEMBER 20, 2017

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

CONSIDER INDIGENT DECISIONS

The Board met today at 8:48 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale and Pam White, Robin Sneegas and Kelly Galloway from Indigent Services, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to issue initial denials on the following the cases: 2018-140, 2018-157, 2018-237, 2018-156, 2018-164, 2018-149, 2018-135, 2018-170, 2018-250, 2018-181, 2018-249, and 2018-51. The proceeding concluded at 8:49 a.m. An audio recording is on file in the Commissioners' Office.

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

*Note for the record: As properly noticed the Board met today at 9:03 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a records exempt from public disclosure and attorney-client communication. The Executive Session was held as follows:*

Commissioner White made a motion to go into Executive Session at 9:04 a.m. pursuant to Idaho Code, Section 74-206(1) (d). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Dale and White, Deputy P.A. Brad Goodsell and Deputy Clerk Jenen Ross. The Executive Session concluded at 9:30 a.m. with no decision being called for in open session.

EXECUTIVE SESSION – PERSONNEL MATTER, RECORDS EXEMPT FROM PUBLIC DISCLOSURE, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY LITIGATION

*Note for the record: As properly noticed the Board met today at 9:31 a.m. for a meeting with the Director of DSD. A request was made to go into Executive Session to discuss a personnel matter, records exempt from public disclosure, and communicate with risk manager regarding pending/imminently likely litigation. The Executive Session was held as follows:* Commissioner Rule made a motion to go into Executive Session at 9:32 a.m. pursuant to Idaho Code, Section 74-206(1) (b), (d) and (f). The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Dale, White and Rule, DSD Director Tricia Nilsson, Deputy P.A. Zach Wesley and Deputy Clerk Jenen Ross. The Executive Session concluded at 9:59 a.m. with no decision being called for in open session.

NINTH DAY OF THE DECEMBER TERM, A.D., 2017  
CALDWELL, IDAHO DECEMBER 21, 2017

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

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Robertson Supply in the amount of \$2085.00 for the Solid Waste department
- Robertson Supply in the amount of \$6500.00 for the Solid Waste department
- Mountain Alarm in the amount of \$2606.05 for the Facilities department
- Boise Office Equipment in the amount of \$8748.00 for the Information Technology department

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Raising Our Bar to be used 12/29/17 for a wedding.

## SIGNED COUNTY QUITCLAIM DEED

The Board signed a quitclaim deed for PIN 31793011 0 to Second Chance Equity Partners, LLC (recorded as 2017-055625).

## LEGAL STAFF UPDATE AND CONSIDER AGENDA ITEMS

The Board met today at 9:01 a.m. for a legal staff update and to consider agenda items. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, Deputy P.A. Brad Goodsell, Deputy P.A. Allen Shoff, HR Director Sue Baumgart, Chief Deputy Sheriff Marv Dashiell, Controller Zach Wagoner, Tina Wilson with Western Alliance for Economic Development, Steve Fultz with the City of Caldwell, Tremayne Arnold, President of Capitol Distributing, Other interested parties and Deputy Clerk Jenen Ross.

***Cooperative Agreement with the Idaho Transportation Department for an Infrastructure for Rebuilding America (INFRA) Grant for the I84 Karcher Interchange to Franklin Blvd. Nampa project:*** Zach Wagoner said in September the county sent a letter in support of a grant being pursued by the Idaho Department of Transportation for a work-study on I84. The County pledged \$125K in support of this project. At this time Idaho Department of Transportation would like to receive the payment and this agreement will move that forward. The agreement has been reviewed by Brad Goodsell and Mr. Wagoner said the funds will come out of the current expense fund reserves for unanticipated events. Upon the motion by Commissioner White and second by Commissioner Dale the Board voted unanimously to sign the Cooperative Agreement with the Idaho Transportation Department for an Infrastructure for Rebuilding America (INFRA) Grant for the I84 Karcher Interchange to Franklin Blvd. Nampa project (see agreement no. 17-175).

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

*Note for the record: As properly noticed the Board met today at 9:01 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter, records exempt from public disclosure and attorney-client communication.*

*The Executive Session was held as follows:*

Commissioner White made a motion to go into Executive Session at 9:06 a.m. pursuant to Idaho Code, Section 74-206(1) (b) and (d). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Dale and White, Commissioner Rule arrived at 9:09 a.m., Chief Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, Deputy P.A. Allen Shoff, Deputy P.A. Mike Porter, HR Director Sue Baumgart, Chief Deputy Sheriff Marv Dashiell, Controller Zach Wagoner and Deputy Clerk Jenen Ross. At 9:10 a.m. Sue Baumgart, Zach Wagoner, Marv Dashiell and Brad Goodsell left the meeting. The Executive Session concluded at 9:25 a.m. with no decision being called for in open session.

***Consider signing a resolution granting Capitol Distributing, Inc., and it's related entities, a property tax exemption pursuant to Idaho Code § 63-602NN:*** Brad Goodsell explained that several months ago the Board met with Capitol Distributing to discuss the possibility of a property tax exemption under Idaho Code § 63-602NN. The Board received a letter from Canyon Highway District #4 expressing their concerns and objections to this exemption application. Mr. Goodsell believes all the concerns will be addressed as the Board reviews the standard checklist used by the county in considering these applications. There were no other taxing districts in attendance who object to the potential exemption. Mr. Goodsell went thru the checklist as follows:

- Is there a written plan outlining the proposed project at a project site? Yes, there is an exhibit attached to the resolution which is considered the project plan. The attachment outlines the project site, when the investment will be made and when the exemptions are going to be granted.
- Is the projected investment a “plant investment” that attributes directly to an increase in base value? Yes, their project will create significant new and existing plants and buildings.
- Is the project site an eligible location? Yes, it is within Canyon County.
- Does the plan identify a project period? Yes, it includes the dates of investments.
- Is the plant or building facilities for non-retail purposes that are either commercial or industrial? Yes, they are commercial.
- Will the investment meet the applicable dollar thresholds identified in the County Ordinance? If so, which threshold? This project meets the level threshold for a 55% exemption and with the 2.0 multiplier it meets the threshold for another 20% so that puts it up to a 75% exemption.
- Has the taxpayer demonstrated “significant economic benefits” will accrue to the county? Under the ordinance, if a certain number of investments are being made and a certain number of jobs are being created this demonstrates significant economic benefits. The board may find there are other significant benefits as well. As part of the consideration of the application the Board must determine what portion of the market value is to be exempted. In this case, by the guidelines of the ordinance, Capitol Distributing qualifies for a 75% exemption.
- How long shall the exemption be granted, providing the taxpayer meets all conditions going forward? Under the resolution it’s a 5 year exemption, which is the maximum.

The only other concern that has not been addressed is whether the jobs created pay competitive wages or exceed the average pay within the county. The county has received assurances from Capitol Distributing that they will offer competitive wages and if they aren’t able to hold true to that they will lose the exemption. Tremayne Arnold spoke on behalf of Capitol Distributing regarding the wages. He said they are bringing 130 varied jobs including 60 warehouse type jobs paying between \$18-\$22/hour with benefits. There will also be a number of administrative executive type positions that pay considerably more. The average wage in Canyon County is less than \$17/hour and the average wage for this project is approximately \$30/hour. Commissioner Dale feels this plan is well outlined

and he is very much pro-business and pro-commercial industrial activity. He believes these incentives are clearly indicated by the legislature to be an attractant to bring business into our county where they may be considering several locations and we want to come out on top and without these incentives, without this exemption being granted the sale of the property wouldn't go thru and they would go somewhere else. This exemption helps ensure those jobs come here. Commissioner Dale noted that there has been some discussion that you're losing 75% of your taxable income by granting the exemption but he looks at it as though we're gaining 25% of a huge investment and he would rather have 25% for 5 years of a \$37M investment than 100% of nothing. Additionally, after the 5 years the full value does come back to the county and all the taxing districts enjoy that increase. It's a win/win for every taxing district, every business and every taxpayer in the county because we're expanding the tax base which is the only true and sustainable methodology of tax reduction is by economic development. Commissioner White said she is also very pro-business and pro-industry and is excited to see how this new business will have a positive effect on the existing businesses in the area. She is very happy to have Capitol Distributing be a part of Canyon County. Commissioner Rule is also very excited about the economic impact such a large company will have on the community. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to sign the resolution granting Capitol Distributing, Inc., and its related entities, a property tax exemption pursuant to Idaho Code § 63-602NN (see resolution no. 17-209). The meeting concluded at 9:47 a.m. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

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

The Board met today at 9:54 a.m. for a biweekly meeting with the Directors of Facilities and Information Technology to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, IT Director Greg Rast, Assistant IT Director Eric Jensen, Facilities Director Paul Navarro and Deputy Clerk Jenen Ross. Director Navarro updated the Board on the following items: While they were doing the security interviews with Triad last week they discovered one major deficiency that needs to be addressed immediately. In the misdemeanor probation area, which is on the 2<sup>nd</sup> floor of the Juvenile Justice Center, the fire alarm system is not tied to the Juvenile Detention Center or the Juvenile Probation Center so if the fire alarms go off on the first floor the people on the second floor don't know. That building has been added on to 4 times so it kind of fell thru the cracks. Director Navarro contacted the fire vendor and for \$2600 the systems can be tied together. He has a PO that he will be getting to the Board soon. The painting is done at the fairgrounds, they are just putting the finishing touches on it. The arena heaters are in and they are hoping to have it all completed before the Ag show on January 20<sup>th</sup>. Courthouse flooring is being updated which will make it easier to clean and maintain. DMV has some new signage that has been installed, he has worked with the Sheriff and Assessor who approved the new signage. A couple big projects his department has been working on include a generator for the DMV, a fire suppression oil system for the



IT data center and painting of the exterior of the courthouse which he hopes to start in April or May.

Director Rast updated the Board on the following items: He recently hired an IT Business Analyst who will start in January. Both the Family Court Services and Fair websites are done and the plan is to go live in the new year. Mr. Rast has recently realized some cost savings with the microwave project that went out to Lake Lowell. They were able to cancel the internet service provider and were able to transfer the savings to Celebration Park while giving them some additional bandwidth; the total savings is about \$5400/year. Currently \$7900/year is spent for service out to the Weed and Gopher department but Director Rast is suggesting running dark fiber westbound with two splice junctions, one at the Notus exit for future expansion to Pond Ln. and one at the Middleton exit that Weed and Gopher could be added to. He will look into getting quotes to have the fiber run and he anticipates it only taking a couple of years to see the return on investment. There are a series of printers that have gone off contract due to age; parts are hard to obtain, toner is expensive, and the manufacturer is no longer supporting them. There are 17 of these particular printers still in use around the county. Mr. Rast reached out to Boise Office Equipment and was able to negotiate a cost of \$8748 to replace those printers. In speaking with the Controller about the budgeting for IT to take on this purchase, he would have to go \$6700 negative in this line item and find savings somewhere else to make this happen which he is willing to do. Commissioner Rule asked about each Office or department taking on the expense to purchase their own printers but Director Rast would prefer to take ownership of these as the old ones will be used until they die which comes at a premium expense to maintain. The Board is okay with him moving forward with this purchase. The meeting concluded at 10:15 a.m. An audio recording is on file in the Commissioners' Office.

#### CONSIDER SIGNING JUVENILE JUSTICE ANNUAL FINANCIAL REPORT 2017

The Board met today at 10:34 a.m. to consider signing the juvenile justice annual financial report for 2017. Present were: Commissioners Tom Dale and Steve Rule, Controller Zach Wagoner, Chief Probation Officer Elda Catalano, and Deputy Clerk Monica Reeves. Ms. Catalano said the report is submitted every year to the Idaho Department Juvenile Corrections where they account for the funds that are provided to operate juvenile probation. For the last several years she has not spent every dollar; this year she has plans to spend the remaining \$48,000 in rollover lottery funds to update the door system in the juvenile detention center which is estimated to cost \$22,000. Zach Wagoner works with Ms. Catalano in generating the numbers in the report to ensure they are correct and he said they did budget for the project in 2018 and he thinks it's a great idea to use those monies for capital type projects. Ms. Catalano will meet with the Trial Court Administrator and Judge Onanubosi to go over the report with them and ask for their signature as well. Commissioner Rule made a motion to authorize the Chairman to sign the juvenile justice annual financial report for 2017. The motion was seconded by Commissioner Dale and carried unanimously. The meeting concluded at 10:37 a.m. An audio recording is on file in the Commissioners' Office.

#### MEETING TO DISCUSS THE INDUSTRIAL DEVELOPMENT CORPORATION BOARD

The Board met today at 11:05 a.m. to discuss the Industrial Development Corporation Board. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Brad Goodsell, David Ferdinand, and Deputy Clerk Monica Reeves. The board membership currently includes: David Ferdinand, Bob Jacobsen, Margie Watson, Gayle Batt, and Kathy Alder but their terms have expired. In the past the board has been dormant until we need it and then appointments are made, but after discussion the Board decided it would be best to make the appointments now so that the membership is in place. Mr. Ferdinand said he has talked to each member, with the exception of Kathy Alder, and they are willing to serve. Mr. Goodsell said the terms are staggered so the board members will be reappointed to where they should have expired had they been reappointed. Staff will contact the members to see if they are willing to accept a reappointment and then a resolution will be prepared. The meeting concluded at 11:14 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING APPLICATION FROM 2C ENTERTAINMENT, LLC FOR COMMERCIAL FILMING / STILL PHOTOGRAPHY PERMIT AT CELEBRATION PARK

The Board met today at 11:30 a.m. to consider signing an application from 2C Entertainment, LLC for a commercial filming / still photography permit at Celebration Park. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Allen Shoff, Parks Director Nicki Schwend, Assistant Parks Director Kathy Kershner, Catrine McGregor with 2C Entertainment, LLC, Bob Unger, Associate Producer on the film and Deputy Clerk Jenen Ross. Allen Shoff summarized by stating this is an application for a commercial filming or still photography permit on Canyon County Parks property. Canyon County ordinance establishes that the decision to issue a permit to a commercial entity or organization to operate in Canyon County Parks is ultimately the discretion of the Board. This procedure was created to provide the Board with ample information to make that determination. After reviewing the application and the substantial discussion that was on the record Tuesday, there is no legal reason not to approve the application. Director Schwend has reviewed the application with her staff and has made her recommendation to the Board. Mr. Shoff also noted that the adjacent bridge that was also suggested, Walter's Ferry Bridge, is now under the Reynolds Irrigation District. At this point the procedural issue would be that the Board can have a final discussion and take a vote as to whether or not to approve the permit. Director Schwend reiterated the importance of the bridge to her department and that they really want to maintain the positive and educational image. Commissioner White said she would be happy to assist in any way to film on the other bridge as she is not in support of filming on Guffey Bridge. Mr. Unger clarified that there would be no one standing on the bridge railing and that, unfortunately, the alternate bridge is not an option due to not be structurally sound for their needs. In regards to staff concerns about the negative connotation, he does not feel it is negative, it's actually a positive message where the grandfather talks the grandson out of committing suicide. In regards to the safety concerns he stated that anyone involved in the shoot will be contained within the interior perimeter of the bridge, there won't be any hazardous activity. Additionally, one crew member is a certified EMT so emergency services are available and they will have communication via a hotspot. Commissioner Dale said he supports this project and likes the idea of showcasing what we have here in Canyon County.

Commissioner Rule agrees suicide is a terrible issue in young adults and appreciates these film makers trying to shed some light on a bad situation. With that being said, he really respects his department heads and tries to choose department heads that he has faith in. Due to Ms. Schwend's concerns and his belief that stigmas are real, he is going to support his department head on this. Upon the motion by Commissioner White and second by Commissioner Rule the Board voted unanimously to deny the application from 2C Entertainment, LLC for a commercial filming / still photography permit at Celebration Park. The meeting concluded at 11:46 a.m. An audio recording is on file in the Commissioners' Office.

#### MEETING TO CONSIDER NEXT STEPS REGARDING DLR JAIL NEEDS ANALYSIS/CONCEPT DESIGN REPORT – POSSIBLE WRITTEN DECISION

The Board met today at 3:01 p.m. for a meeting to consider the next steps in regarding DLR jail needs analysis/concept design report, with a possible written decision to follow. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Prosecutor Bryan Taylor, Chief Deputy PA Sam Laugheed, Sheriff Kieran Donahue, Chief Deputy Sheriff Marv Dashiell, Captain Daren Ward, Clerk Chris Yamamoto, Controller Zach Wagoner, Treasurer Tracie Lloyd, Facilities Director Paul Navarro, Director of Misdemeanor Probation Jeff Breach, Nicole Foy from the Idaho Press-Tribune, and Deputy Clerk Monica Reeves. Commissioner Dale asked Sam Laugheed, who has done a lot of research on the issue, to walk the group through his analysis. Mr. Laugheed said he recently provided the Board and the Sheriff with some privileged attorney-client communication regarding financing options, construction delivery options, and the DLR contract along with the potential strategic plan. Sheriff Donahue indicated he is okay with Mr. Laugheed talking about it and Commissioner Dale said he is okay with the discussion; no objection was raised by Commissioner White or Commissioner Rule. Mr. Laugheed said his summary will be available but the documents themselves will be restricted to the clients. His summary was as follows: The DLR contract remains pending and his understanding from the Controller is we have been invoiced approximately \$210,000 so far for the services which means there's approximately \$50,000 for pre-bond and bond related outreach. We received the report on November 7 and they projected an immediate need for approximately 600 beds increasing to approximately 1000 by 2037, and it's important to note that the projection is twice as large as what was offered by Carter Goble Lee to the County in recent years but it does accord with the 1000 bed projection made in the past by the DLR Group. The cost estimate for those beds, which was provided by J&B Consulting, is approximately \$200,000,000. On December 6, 2017 DLR sent an email to Captain Ward proposing that the County begin planning for community outreach and education, which are the remaining services on the contract and Mr. Laugheed had recommended a meeting with DLR to talk about that being postponed for the Board and the other stakeholders to think about what to do next and how to respond to the report's conclusions; if it's credible, if it's valid, if we move forward with these efforts, if we need to validate something, and what we are going to do. In the course of considering those options he researched financing and construction delivery and developed a series of proposals that reflect his assumptions and beliefs. There are legal parts but a lot is based on his own opinions. The first proposition opinion is that whatever kind of strategic plan we come up

with or however we choose to address the DLR report it needs to balance these factors that are the legal, financial, and political policy practical considerations. The plan has to be legal and financially prudent, it's got to be one the elected officials don't actively oppose and preferably support, and it has to be actively supported by a least a majority of the Board and the Sheriff. After receiving DLR's report he believes we need to amend the plan given the circumstances of the report, in particular the conclusion that a \$200M bond will be required. He's heard from DLR that in their experience they think the shock and dismay about the price can be overcome by public education and outreach and in their experience communities like ours have been able to successfully run bonds in these kind of circumstances; however, he respectfully disagrees with that conclusion. He thinks DLR has done really good work and they are experts in their method and in the conclusions they have drawn but his experience over the past 10 years or so would suggest the County is not going to pass a \$200M bond and that if we put all our eggs in one basket in trying to pass a \$200M bond we are doomed to repeat the same things we have done in the past. We need to have a more multi-phased plan and try other things, such as: the Board should meet with DLR and get their perspective, and move forward with the outreach and with DLR on a bond effort but at the same time the Board issues an RFP to private investors on a nationwide basis to provide us with potential lease terms that can't exceed 30 years under the statute, present us with potential lease terms, financial arrangements, and the best financing terms they can offer. We have received those in the past, quietly, when firms have come forward and offered them but we've never done it by a public process. One of the reasons we have never done it by a public process is because on the face of it we would need judicial confirmation in order to enter into a private financing agreement and there are many legal hurdles associated with that which he can go into in more detail in a private context. We would have the outreach process based on the \$200M and at the same time we would solicit information in proposals from financiers to offer proposals and lease-to-own terms, not to exceed 30 years and has the assumption that a public-private partnership like that would generate better financial terms than a \$200M bond could. He said maybe that's a faulty assumption but we could collect the information so that the community would know that on one hand we have this bond that requires approval but on the other hand the County is trying to look for public-private partnerships and private financing terms that they could compare and then we would take those terms to a court for judicial confirmation. The wrinkle would be that it's not judicial confirmation of a non-appropriation clause or a lease, and not judicial confirmation as is typically the case to go into a bond because even if we got that judicial confirmation we'd still have to levy the \$200M bond and it would possibly be against taxpayer will at that point; but it'd be judicial confirmation instead of our ability to enter debt not by bond but by lease over 30 years.

Commissioner Dale asked if an RFP/RFI would also include requesting private businesses to take a look at the DLR study and base their projections on our needs as determined by DLR and give us alternative price estimations on what could be done for that size of a facility based on their experience. Mr. Laugheed said the first answer is yes, we would incorporate the DLR report as the base attachment and say please see the attached report, which is comprehensive and goes through the bed space needs and concept design, and base the financing terms you are willing to offer on this sort of design. With regard to the second part about how to get input and information from them about projects of similar size and what they think the cost would be, he is struggling to come up with a clean way to do that under

the existing Idaho law but he's working on it. He hopes to have the RFP ready for the Board's consideration in January. He suggests that while DLR is doing outreach and while the elected officials and stakeholders are doing outreach we should consider developing an advisory vote question for that same bond election time. There are some issues with running advisory votes and he's not sure it would be the best thing at this point, but a focus on the urgency and a focus on the need to supplement the community's access to information that we are looking for favorable financing terms and the \$200M bond seems like it could be a more informative process than we could derive value from when we go to judicial confirmation where it will be about whether it's an ordinary and necessary expense. It requires an urgency in the current year so some of the things we've done historically – the pioneering pretrial programs, the alternative sentencing programs, the efforts of the Prosecutor to get people out of jail – all of those things kind of cut against us because it shows we are able to come up with Band-Aids in the interim but our circumstances are special enough at this point particularly if we go through this educational process that we could get in front of a judge in good faith and say we need to enter debt beyond a time with taxpayers agreeing that it's a good deal and we need you to approve it. Commissioner Dale asked if this could be done through a scientific polling or does it need to be an advisory vote. Mr. Laugheed said it would not need to be an advisory vote, it's just a suggestion, an idea to prompt the communication and dialogue. Certainly the DLR current contract contemplates some third party polling outreach and last year we had some preliminary contact with professors at BSU. The question wouldn't have to do with the \$200M, it would have to do with do you agree that the bed space is necessary? Do you agree that there is an urgent public safety need? Some of the factors that we have to prove to a judge in judicial confirmation. If we have a successful bond then we're done, but if we don't and we need to go to the judge to prove that there's an urgent public safety need and that the people agree with that; the purpose is to make sure we are complying with what we need for judicial review while still getting the input from the community (for the advisory vote.) Commissioner Dale said the \$198M is the number DLR put out there and we haven't heard anything from anybody else and he'd hope that our request for information in professional qualifications would give us more input and he's hopeful that number could decrease significantly. Commissioner Rule said when he heard the \$200M number he went to other sources and learned there's an 1100 bed facility being built in the United States on bare ground for \$137M and so "before we jump in bed with DLR completely" he'd like to invite at least one more party to present what they know. Commissioner Dale said that's exactly what he envisions here through this process that we would invite those firms to come in. He has had a conversation with a company that's built four jails of a 1000 bed size in the last 18 months and they said \$200M sounds really high. Mr. Laugheed said one way to potentially address that that wouldn't require a staying in place but would let us move a potential plan forward would be that the Board express an intent to adopt as a construction delivery method that construction manager/general contractor (CMGC) approach. In the past we've done design bid build where we paid for the design and bid the design and tried to establish a final cost by the production of those design documents. There's a problem with that in that we can put up the funds to get the design and then we'll get a final price and we might not have a return on the investment we put in to that set of plans. We already have some plans that maybe could be used in this kind of way. There's also design builds and other construction delivery method, which we used on the administration building and was the basis of the proposed expansion a couple of years

ago. In this kind of complex project that has this kind of high dollar on it we could get a guaranteed maximum price for a CMGC contract. It's a delivery method that's only been available in Idaho law to public entities for a couple of years so we haven't done one of these yet but it would involve a contract with a design firm that could be DLR, or we could go to an RFQ and select a different design firm. We would have one contract with them and then go through an RFQ process to select a construction manager and general contractor who would work with the designer during those initial phases because you would have that construction expertise and material expertise involved in the early stage. The idea is that you establish a guaranteed maximum price upfront and that's where he thinks we could do all the value engineering and all the cost savings that could get nailed down in that kind of process and then we could have this final number that would have a contingency associated with it but we would not have paid for a complete set of designs or complete construction services at that point. Commissioner Rule said one of the things we haven't done in the past was put out an advisory vote to the public and see where they're at. Things may have changed the past 6 years since we ran the last bond, but that'd be a great way and it wouldn't cost a lot of money and would give some foundation in moving forward. Commissioner Dale said maybe we could do both; the polling is able to ask a series of five or six questions, and an advisory vote would be on one question. Mr. Laugheed said it would be on urgency and need and we would have to craft that carefully with input from everybody. His recommendation, at least one proposal is to do these things simultaneously that we continue to move forward with DLR doing outreach but not paying them to do design. We pay them to help coordinate the outreach efforts that the Sheriff and Prosecutor and others have agreed that they would like to be a part of and while we do that we could do an RFP for additional information and financing terms while the data from those come back and we'll have a good idea where we're at heading into the bond election and we could run an advisory question at the same time so that this summer we are in a position to hopefully move forward with a judicial confirmation process to talk about entering a lease over a period of 30 years. As to the cost, he said if we nail it down and get a guaranteed maximum price and figure out what it's going to look like and how to secure all the savings, we find out what kind of terms we could get from a private investor to pay it off. Would it be an amount that wouldn't require us to significantly raise taxes every year? He thinks it's possible, but doesn't know if it's probable. His proposal is that we do them all at once. Sheriff Donahue asked for clarification on the survey advisory vote. Mr. Laugheed said the survey would be separate from the advisory vote; a survey would be a scientifically valid process where we call people and ask them to complete a survey, and an advisory vote would be on a ballot with carefully crafted language so that voters could see a \$200M bond and know what the effect of that would be and they would have this other question where we could ask the question if you don't support a \$200M bond do you at least agree that there is an urgent need and that we should go to a judge and ask them to let us step outside of Idaho law. Commissioner White said DLR's \$200M number would just be one of part of our due diligence in the consideration of cost. Mr. Laugheed said the \$200M number is not the answer, it's something that can guide the conversation moving forward. We need to find out what other people can do but we need to do it in a way that lets the process keep moving forward. He doesn't know exactly how to have people give us submissions without going back through a RFQ and having them do designs. We could say the County is looking at 1000 beds so in your experience how much would it cost to construct a facility for 1000 beds with these needs as outlined by the DLR report. \$200M is not the

number we're going to do but we're saying it needs to have these features so how much could you do it for and what kind of financing terms could you provide and if you cannot tell us a price, how about telling us financing terms and then we'll find a construction manager who will tell us here's how it can be knocked down by whatever a percentage it needs to be knocked down by. Sheriff Donahue said he does not want to do an RFQ, he would rather do those two things simultaneously as has been suggested. Commissioner White said we have to have an idea of the price so we know what our financing options are. The \$200M price is where she's stuck. Mr. Laugheed said everything is driven by the bed space and the price is subject to the bed space and square footage and he would be concerned about undermining the credibility of an expert report. DLR was vetted and selected after a rigorous process and we trusted their process and their methodology and their conclusions but we aren't buying that \$200M is how much it costs to build 1000 beds but we need to know how much it does cost for 1000 beds. Clerk Yamamoto said he's talked to several people who were initially opposed to the jail bond and a lot of them have changed their mind because of more information that has come to light as well as the recent jail escapes, but when they heard the \$200M number they changed their mind again. He is opposed to a \$200M bond because our tax base really doesn't support that and the other things that are coming forward. He said the question is what price are you willing to go after? Before any decisions are made the Board needs to decide what number it will support. Commissioner Rule said he completely agrees with that and we should find out through an advisory vote where the voters are at in terms of what bond amount they will support. If it's not \$200M is it \$75M or \$50M? Commissioner Dale said he appreciates those perspectives but we can't just pick an arbitrary number and say would you support this? We need to back it with data from companies and maybe the \$137M is the number but we need to go to the voters with present day information on what it costs to build something of this size and it's very likely the company that has built similar sized facilities in the last 18 months would have a set of plans that can be adapted to our ground and we wouldn't have to pay a full \$1M for a new architectural drawing. Before we go out with a suggested bond amount we need to go through this process and find other numbers and estimates. Clerk Yamamoto thinks we are spinning our wheels if we're just going to come in with numbers that aren't going to work; hopefully there's a lower number out there but we ought to have it in our mind what we are comfortable asking the taxpayers to support. Mr. Laugheed said those points are well taken and we know that \$200M is not okay, but that's \$200M by bond. Are there financial terms under which it would be okay to pay \$200M, and that's based on the assumption that DLR is an expert and that number is not incredibly out of what is actually required for 1000 beds. If we are looking at smaller amounts or different construction he thinks we can do that but he's proposing we think about it not so much in terms of the number but in terms of what financing terms would be okay. Is there a way that \$200M would be okay under our existing tax base? Commissioner Dale said he is uncomfortable saying \$200M because we can meet the need for less, but he is not willing to say let's see what we can get for \$75M because that amount may not meet the need. Commissioner Rule said it's hard for him to embrace DLR at \$200M when he knows it is being done for \$137M by another company and that's why other options would be a good thing. Sheriff Donahue asked if by doing the request for information on terms will we get a better picture(within \$1M) of what the estimated cost will be and the terms, based on if they read the DLR study and see what we see. Mr. Laugheed said yes, it all comes down to the number of beds and if we agree that it's 1000 beds then we can make that

the central focus of the RFP/RFI. We have experience and we see other communities that have been able to build a similar number of beds for less than the number that we've been given and we want to know what kind of terms a private financier could offer and what kind of number they can do this for. He doesn't think we can nail down that low price until we have a construction manager and are working with a designer; if we get 30% of the way through the designs we can establish a guaranteed maximum price and then we can decide is that okay, but in the way he's looking at it that's three steps down the road where we'll be able to establish what that kind of price would be. Prosecutor Taylor gave an analogy and spoke about how we need to determine what type of facility we want and then review the financing options available to us so we can figure out the best option to present to the taxpayers. He hasn't heard anyone say a new facility isn't needed, but there is some debate on whether 1000 beds is the right number. Mr. Laugheed said we need to keep moving forward, accumulating information and preparing for the next step without committing until we get the contracts. Sheriff Donahue said the need is somewhat going to dictate the cost, but we can't have the cost negate the need. He said DLR's report is scientifically based and we need 1000 beds whether we need them tomorrow or five years from now we need them. There is a question on whether DLR's price estimate is off but he doesn't think they're off on the need and the analysis and the steps they went through to get to that number. Mr. Laugheed agrees and said when we are dealing with DLR moving forward we are having them focus on how they got to that bed count because that is the crux of this whole thing and that number is very different from numbers we've gotten in the past and if the outreach is focused not on the money, but on the number of beds we need it could be more successful. Commissioner Rule wants more information because he is not ready to buy off on DLR's 1000 bed count when it appears they may have overestimated the price by \$60M. Sheriff Donahue said they are close on the need; he knows how many people are out on pretrial release, and how many that should be in jail, and how many beds we are renting every day which is why he supports the fact they are close on the need. Commissioner Rule said a next step would be to bring in the company that has done the \$137M project and listen to their presentation. Mr. Laugheed suggested setting a meeting with DLR and ask them to give their perspective on what's happening and let them know there are questions about the conclusions. We cannot let it look like we are letting our expert consultant drive the process, it has to be the Board and the stakeholders telling them what the County wants and what we think the County is expecting to see and that the focus should be on proving up the 1000 beds, and not proving up any money right now, while we ask for information about how other people could finance or build that number of beds. Could they give us financing terms on a per bed amount that's going to be a sliding scale. If we need 1000 beds what kind of terms could they offer? If we need 700 beds what kind of terms could they offer us? How could we finance per bed, what kind of deal could they give us? Have DLR focus their outreach on justifying and explaining the bed count because that number drives everything else. With regard to Commissioner Rule's suggestion, Commissioner Dale thinks that's where we need to end up at some point but that's what the RFI would allow. We can see who's out there and what numbers they have in mind and if we're interested we can ask them to come in. Mr. Laugheed expects to get an RFP done in January with proposals submitted within a month or so, and we would have more information in before the deadline to submit ballot language for a bond that has to be 60 days in advance. We could decide if that's what we want to do. He thinks DLR is going to come in and say this is normal and in their experience it can happen and he



thinks the Board and the stakeholders should be prepared to say we accept that and understand what you're saying but we're going to validate not your expertise but some of the conclusions that have been drawn and here's how we're going to do it while you guys continue doing the work that we've contracted you to do. Sheriff Donahue said it's a good plan to get the opinion of other companies but there might be some legal challenges if we only brought in one company and then brought in another. Mr. Laugheed said he doesn't want to undersell the legal challenges that exist; for example, Bonner County tried to get judicial confirmation on jails but they were shot down, and Blaine County has had similar issues. We have district court opinions saying that if you enter into a lease over a period of years and you don't appropriate the money on an annual basis then that's a liability. There are significant legal hurdles but he think our circumstances have developed to the point if we are following this kind of approach that we'll be able to get in front of a judge in good faith and say what else can we possibly do. The law simply does not accommodate what we need so you have to let us move outside of it to get the best deal for our community. He can start working on the documents and work with staff on getting the meeting with DLR set. He contemplates that after we hear from DLR that we execute some sort of nonbinding resolution that provides a road map to the community about what's going on and what steps we're taking which would include getting feedback from them. We are going to try everything to boil it down to the best answer because we have to get a solution. Part of the outreach effort would be we are not locking in on any one thing, we are not locking in on DLR's recommendation; in fact, we are preserving our options by doing this. Commissioner Rule asked if it's okay to bring in another company or two and listen to their presentation. Mr. Laugheed said that's a couple of stops down the road but we will end up with those companies presenting to us. Commissioner Rule asked if we have to put them under resolution before they can present to the Board. Mr. Laugheed said no, we have a resolution that says here's what we're going to do, we are proceeding with public outreach, and we are doing an RFP to find investors and other construction experts who can come in. When we get those financiers and experts in we will have presentations from them in front of the community where they're going to tell us what they can do and how much it would cost for them to do it. We will possibly pick one of those companies as we move forward with these other efforts. Commissioner Rule said we could tell people we are bringing them in and we are doing it the right way while we are pursuing the outreach about the 1000 beds and how that number was determined. Commissioner Dale said that follows a process that was suggested to him that we need to get estimates and recommendations from several different entities because there are more opinions out there. Sheriff Donahue said we went through a process to get to DLR, and he agrees with what's been presented today and with the road map and he understands there are some other steps but companies will have a chance to present to the Board. Commissioner Rule asked where we're at on the advisory vote issue. Mr. Laugheed said that would be part of the road map that says while DLR is doing their outreach focusing on need and while we're looking for other proposals and investment firms we're also going to develop language; we could go to a scientific poll to have the BSU folks asking questions that the Board approves and that we design that say what kind of number are you comfortable with? What kind of bed space are you comfortable with? Are you comfortable saying there is a crisis? We could obtain that kind of information that could be valid plus or minus 5% and we could use that to help inform if we're going to have an advisory vote. He recommends doing the advisory vote at the same time as we are running

a bond election so that the expense has already been incurred with that. Commissioner Rule feels the advisory vote should come before the bond election. Mr. Laugheed said there could be legal issues with that at this point. Some communities have been able to successfully hold advisory votes using ballots, others haven't and that's why we could do online polling. We could do an advisory question, we could work with IT to try to find ways for them to administer something. The crux of the proposal is that all these things continue to happen at the same time; we can get to an advisory vote, we can get more information, we can get to a potential bond election, a potential judicial confirmation without locking in that we're going to do this one and then that doesn't work so we'll try another one but instead we'll keep funneling toward the top of a pyramid. Commissioner Rule said the horse should be in front of the cart and given the inaccuracy in last year's Presidential election he doesn't trust them. An advisory vote would be a step before we run a bond and he doesn't understand why it would be illegal to do it ahead of time. Mr. Laugheed said there's no authority in law to conduct advisory elections and so some communities can shut down for trying to spend taxpayer money on something that's not expressly contemplated by Idaho law. If you run it at the same as the bond election which is allowed in Idaho law you are not incurring any additional expense and so you could get the information binding that would allow us to go to judicial confirmation. Commissioner Rule said with all due respect it makes no sense. Mr. Laugheed referred to the 15-page analysis he prepared that explains the legalities of it. Commissioner Dale said we have some next steps to undergo, preparation of some documents for an RFP/RFI, and a meeting with DLR in early January and as part of that discussion we can talk about ramping up educational outreach to say here's what the study says and why it says what it does. People need to understand that and right now they don't. Mr. Laugheed wants to have the RFQ/RFP/RFI to get the investors and to get the input on price in place by January so we can get information from those other firms in February and so that while the outreach is going on in March we could have this information progressing toward some sort of culminating point. Commissioner Dale said we need to find the right route so that we can have an appropriate facility that meets our needs, Mr. Laugheed said he is frustrated by his inability to adequately explain what he is trying to and he apologized for that. Commissioner Dale said it's not a problem, we all understand where we're trying to get to and it's encouraging that we all know where we're going we just don't know how to get there yet and that's what we're looking for. The meeting concluded at 4:00 p.m. An audio recording is on file in the Commissioners' Office.

TENTH DAY OF THE DECEMBER TERM, A.D., 2017  
CALDWELL, IDAHO DECEMBER 27, 2017

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

No meetings were held.

ELEVENTH DAY OF THE DECEMBER TERM, A.D., 2017  
CALDWELL, IDAHO DECEMBER 28, 2017

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

No meetings scheduled.

APPROVED CLAIMS ORDER NO. 12-28-17

The Board of Commissioners approved payment of County claims in the amount of \$383.50 for accounts payable.

TWELFTH DAY OF THE DECEMBER TERM, A.D., 2017  
CALDWELL, IDAHO DECEMBER 29, 2017

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

No meetings scheduled.

THIRTEENTH DAY OF THE DECEMBER TERM, A.D., 2017  
CALDWELL, IDAHO JANURARY 2, 2018

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

APPROVED CLAIMS ORDER NO. 1-10-18

The Board of Commissioners approved payment of County claims in the amount of \$82,107.34, \$128,066.08, \$208,610.40, \$17,182.57 and \$125,000.00 for accounts payable.

APPROVED CLAIMS ORDER NO. 1-2-18

The Board of Commissioners approved payment of County claims in the amount of \$550.00 for accounts payable.

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

The Board approved a salary rate request and/or key & security access request form for Phil Gram, Adam Joseph “AJ” Mondor and Aimee Rollins.

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- International Academies of Emergency Dispatch in the amount of \$1245.00 for the Sheriff's Office
- Priority Dispatch in the amount of \$1460.00 for the Sheriff's Office
- Premier Wireless in the amount of \$11,145.00 for the Sheriff's Office

#### BIWEEKLY MEETING WITH THE HUMAN RESOURCES DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION

The Board met today at 8:54 a.m. for a biweekly meeting with the Human Resources Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, HR Director Sue Baumgart and Deputy Clerk Jenen Ross. Director Baumgart updated the Board on the following items: She is continuing to work with Jamie Chapman to create the leadership training. She will be meeting with the wellness consultant for Blue Cross to discuss all the things Blue Cross offers in regards to wellness, some of which are free or minimal cost. Open enrollment went well being shorted to the 2 week timeframe. The meeting concluded at 8:57 a.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE AND CONSIDER AGENDA ITEMS

The Board met today at 9:00 a.m. for a legal staff update and to consider agenda items. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, Building Official Dave Curl, Deputy P.A. Zach Wesley, Deputy P.A. Allen Shoff and Deputy Clerk Jenen Ross.

***Consider signing amendment to Chapter 6, Article 1, Canyon County Building Code Ordinance and consider signing a summary of amendment to Chapter 6, Article 1, Canyon County Building Code Ordinance:*** Zach Wesley said this is part of the ordinance amendment process that happens every 3 – 4 years. This ordinance includes recommendations from the State; there are no major changes just the usual updates. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to sign the summary of

amendment to Chapter 6, Article 1, Canyon County Building Code Ordinance. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to sign the amendment to Chapter 6, Article 1, Canyon County Building Code Ordinance (see ordinance no. 18-001).

***Consider signing a resolution to issue a refund for a building permit to Brock Obendorf:***

Tricia Nilsson said Mr. Obendorf applied for a building permit, which is based on bid price for commercial structures. They later learned that the bid included equipment so the permit fee needed to be recalculated based only on the building value resulting in a refund. Upon the motion by Commissioner White and second by Commissioner Rule the Board voted unanimously to sign the resolution to issue a refund to Brock Obendorf (see resolution no. 18-001).

***Consider signing Willamette Dental of Idaho, Inc. acceptance of group dental insurance***

***contract:*** Zach Wesley said this is the annual amendment to the agreement with Willamette Dental. Each year they go thru and make revisions to the underlying plan which Mr. Wesley has reviewed. There are no major changes that impact the benefits provided under the plan. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to sign the Willamette Dental of Idaho, Inc. acceptance of group dental insurance contract (see agreement no. 18-001).

There were no items for discussion at the legal staff update. The meeting concluded at 9:08 a.m. An audio recording is on file in the Commissioners' Office.

FOURTEENTH DAY OF THE DECEMBER TERM, A.D., 2017  
CALDWELL, IDAHO JANUARY 3, 2018

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

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

The Board approved a salary rate request and/or key & security access request form for Scott Hagen, Johannes Claus and Gary Deulen.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Zoho Corp. in the amount of \$1099.00 for the Information Technology department
- On Base in the amount of \$8240.00 for the Information Technology department

FIFTEENTH DAY OF THE DECEMBER TERM, A.D., 2017

CALDWELL, IDAHO JANUARY 4, 2018

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

#### APPROVED CLAIMS ORDER NO. 1807

The Board of Commissioners approved payment of County claims in the amount of \$1,557,609.70 for a County payroll.

#### FILE IN MINUTES

The Board filed the Designation of Senior Deputy Clerk/Auditor for Zach Wagoner in today's minutes.

#### CONSIDER INDIGENT DECISIONS

The Board met today at 8:46 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Hearing Generalist Kellie George (left at 8:48 a.m.), Customer Service Specialist Robin Sneegas, Director of Indigent Services Yvonne Baker and Deputy Clerk Jenen Ross. Kellie George explained that case no. 2016-847 went to pre-litigation where they disagreed with the Board's decision and the case was remanded back to the county. Ms. George has spoken with the PA's Office who has recommended approval of this case. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to issue an initial approval with a written decision to be issued within 30 days.

The following cases do not meet the criteria for county assistance: 2018-0188, 2018-0200, 2018-0203, 2018-0207, 2018-0228, 2018-0190, 2018-0233, 2018-0232, 2018-0206, 2018-0224, 2018-0230, 2018-0234, 2018-0185, 2018-0275, 2018-0210, 2018-0180, 2018-0204, 2018-0209, 2018-0208, 2018-0211, 2018-0184 and 2018-0231. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to issue initial denials.

The following cases do meet the eligibility criteria for county assistance: 2018-92 and 2017-106. Upon the motion by Commissioner White and second by Commissioner Rule the Board voted unanimously to issue initial approvals.

Director Baker said she's had a request from the applicant on case no. 2010-686 to lift the lien and forgiveness of the medical debt. Herbert and Kenna are the applicants and Herbert is attempting to purchase a home; the county lien was discovered when a search was performed. Although Herbert and Kenna were married at the time of Kenna's illness,

treatment and passing he states that he was not aware that the county paid her bills and a lien was recorded against him. At the time, Herbert and Kenna were separated and his understanding from the hospital was that Medicare would pay the bills although Kenna did not qualify for Medicare at the time of her passing. No payments have been made on the case and Kenna had very little in assets when she passed. This is a purchase-money mortgage and the county lien is secondary; the lien debt could remain and Herbert could make payments along with his mortgage, however, due to the size of the medical debt and his income he will likely not be able to meet certain loan criteria or the loan-to-value criteria. The county paid out \$11,000 with the catastrophic fund paying out \$51,542.11. Ms. Baker spoke to the lender and the title company who confirmed that because the county is secondary this debt could remain and he could continue to pay on it and the loan would still fund. Upon the motion of Commissioner White and second by Commissioner Rule the Board voted unanimously to deny forgiveness of the debt. The Board signed paperwork for release of lien so the loan could fund, once the loan has funded the lien will be placed back on. The meeting concluded at 8:58 a.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE AND CONSIDER SIGNING LEGAL NOTICE OF INFORMAL PUBLIC MEETING CANYON COUNTY SHERIFF'S OFFICE

The Board met today at 9:03 a.m. for a legal staff update and to consider signing a legal notice of an informal public meeting for the Canyon County Sheriff's Office. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Allen Shoff, Lt. Ben Keyes and Deputy Clerk Jenen Ross.

#### ***Consider signing legal notice of informal public meeting Canyon County Sheriff's Office:***

Allen Shoff said the Sheriff's Office is looking to purchase a tow vehicle for the boat and this is for an informal meeting to let the public know that this is what the Sheriff's Office is pursuing and to take any kind of public inquiry about it. This is a notice to be published in the newspaper letting people know of the meeting. The meeting will take place in the office at Lake Lowell Park. Lt. Keyes stated that he has solicited a bid from Director Tolman at the fleet shop to replace the 2008 truck currently being driven and replace it with a new 2018 truck. The county match on the grant is \$9629 and they will be asking for \$28,884 in the grant. Upon the motion by Commissioner White and second by Commissioner Rule the Board voted unanimously to sign the legal notice of an informal public meeting with the Canyon County Sheriff's Office.

There were no items for discussion at the legal staff update. The meeting concluded at 9:06 a.m. An audio recording is on file in the Commissioners' Office.

#### PUBLIC HEARING – REZONE REQUEST BY JAMES AND ALYCE CARTER, CASE NO. RZ-PH2017-64

The Board met today at 10:00 a.m. to conduct a public hearing in the matter of a request by James and Alyce Carter, Case No. RZ-PH2017-64, regarding their request for a rezone from "RR" (Rural Residential) to "R1" (Single Family Residential) of property located at 5525 E. Orchard Avenue in Nampa. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, DSD Planner Debbie Root, Assessor Brian Stender, Mike Dutton, Linda Dutton, and Deputy Clerk Monica Reeves. Debbie Root gave the oral staff report and said the Duttons are here on behalf of the family estate requesting a rezone from rural residential to single family residential on the 4.73 acre parcel for the purpose of dividing it into three properties versus being able to only divide it into two 2-acre pieces which would be currently available for rural residential. The property is designated residential on the comprehensive plan and is currently zoned residential. The highway district had no concerns regarding access. The property will have to be platted. Staff is recommending approval of the rezone from "RR" to "R-1" (single family residential). Commissioner White made a motion to close the public hearing. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners White, Rule and Dale voting in favor. The motion carried unanimously. Commissioner White made a motion to approve Case No. RZ-PH2017-64 to rezone the 4.73 acres from rural residential to "R-1" (single family residential) and to approve the Findings of Fact, Conclusions of Law, and Order as well as the ordinance. The motion was seconded by Commissioner Rule. (See Ordinance No. 18-002.) The hearing concluded at 10:05 a.m. An audio recording is on file in the Commissioners' Office.

#### MEETING WITH MOSQUITO ABATEMENT DISTRICT TO DISCUSS YEAR END REPORT FOR 2017

The Board met today at 10:32 a.m. with the Canyon County Mosquito Abatement District Director to discuss the yearend report for 2017. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Director Ed Burnett, Julie Monroe, Norm Brown, and Deputy Clerk Monica Reeves. Director Burnett expressed his gratitude for the County's assistance last year and he spoke about the district's use of the map the County had posted on its website which identified the flooded areas which the district used to help determine where to apply the heavy duty mosquito larvicide which worked really well. There were only two cases of human infection and they're not sure if one was locally acquired. He said they went over budget on the larva control products by a large amount but they took funds from their foregone amount and put it in the contingency fund. They were over budget on everything but they had quite a bit of carryover from last year so they are in significantly good shape going into 2018. He spoke about the Culex species, which is the disease carrying mosquito, and how we had the potential of having a real epidemic. Commissioner Dale asked if there is any evidence of Zika mosquitos. Director Burnett said there is not, but they received grant money from the Centers for Disease Control for monitoring the Zika species; they collected more of the disease carrying Culex mosquitos than anything else. In September Malheur County, Oregon and Gem County tested some mosquitos which were positive for St. Louis encephalitis which is another disease that has never been found west of the Mississippi until now. The district does not have the capability of detecting that disease in its lab so those mosquitos have to be sent to the bureau of laboratories in Boise to get further analyzation.



Julie Monroe, the district's ULV operation manager, explained what happens when a trap has high Culex numbers or is positive with the West Nile Virus. They can visually tell which species are in the traps and they predict what areas to treat. In recent years there have been fewer areas to treat for many reasons but more importantly because the bad mosquito doesn't travel too far so they don't need to spend the resources doing such large areas. She creates a map and then treats the area and by the end of the next day they'll find out if the traps were positive for West Nile Virus and in that case, depending on the area and the infection rate, she'll send trucks two nights in a row to combat it and nine out of 10 times when they trap again the numbers will be significantly lower. Commissioner Rule spoke about his experience with mosquitos on his property and how the problem is alleviated after the trucks have sprayed. Director Burnett is finishing the district's operation plan and he will send it to the Board next week for approval. The meeting concluded at 11:00 a.m. An audio recording is on file in the Commissioners' Office.

SIXTEENTH DAY OF THE DECEMBER TERM, A.D., 2017  
CALDWELL, IDAHO JANUARY 5, 2018

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

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Northwest Service Technologies in the amount of \$3863.00 for the Facilities department

#### APPROVED CLAIMS ORDER NO. 1-10-18

The Board of Commissioners approved payment of County claims in the amount of \$167,173.35, \$141,889.78 and \$4952.80 for accounts payable.

#### LEGAL STAFF UPDATE AND CONSIDER SIGNING RENEWAL NO. 4 TO FIRST AMENDMENT TO LEASE AGREEMENT NO. 13-100 BETWEEN SNAKE RIVER PROPERTIES BOISE, LLC AND CANYON COUNTY

The Board met today at 9:03 a.m. for a legal staff update and to consider signing renewal no. 4 to first amendment to lease agreement no. 13-100 between Snake River Properties Boise, LLC and Canyon County. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Facilities Director Paul Navarro (left at 9:06 a.m.), Deputy P.A. Allen Shoff, Deputy P.A. Mike Porter and Deputy Clerk Jenen Ross.

***Consider signing renewal no. 4 to first amendment to lease agreement no. 13-100 between Snake River Properties Boise, LLC and Canyon County:*** Allen Shoff and Director Navarro explained this is for the property at Industrial Way which is used for storage of human resource records, Clerk's records, jail kitchen equipment, surplus property, election equipment and ballots, etc. The only change to the agreement this year is that the payment will be made in one lump sum instead of monthly payments. Upon the motion by Commissioner White and second by Commissioner Rule the Board voted unanimously to sign renewal no. 4 to the first amendment of lease agreement no. 13-100 (see agreement no. 18-002).

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

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

Commissioner Rule made a motion to go into Executive Session at 9:06 a.m. pursuant to Idaho Code, Section 74-206(1) (d) and (f). The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Allen Shoff, Deputy P.A. Mike Porter and Deputy Clerk Jenen Ross. The Executive Session concluded at 9:19 a.m. with no decision being called for in open session.

An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

**MEETING WITH DLR FOR CONTINUED DISCUSSION REGARDING JAIL NEEDS**

The Board met today at 1:30 p.m. with representatives from DLR Group to continue discussion regarding the needs analysis that was delivered in November. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Bill Valdez and Lori Coppenrath from DLR, Chief Deputy Sheriff Marv Dashiell, Assessor Brian Stender, Treasurer Tracie Lloyd, Clerk Chris Yamamoto, Controller Zach Wagoner, Prosecutor Bryan Taylor, Facilities Director Paul Navarro, PIO Joe Decker, Kathy Alder, Paul Alldredge, Bob Carpenter, Ron Harriman, Sid Freeman, Chuck Staddick, Hubert Osborne, Bob Gaddis, Leslie VanBeek, Larry Olmstead, other interested citizens, and Deputy Clerk Monica Reeves. Sheriff Kieran Donahue arrived at 2:35 p.m.

Commissioner Dale said the purpose of the meeting is to review the basic assumptions of the analysis to explain the methodology that was used to arrive at the numbers that have been included. We are still in the beginning stages; the study was the first step and we have several steps to go before we're ready to build a jail. This is a long process to address a longstanding need.

Bill Valdez said DLR was contracted last year to perform a jail needs analysis based off of determining exactly what the projected growth and needs from a bed count would be as well as look at how that would turn into a developed program for square footage, and then try to determine how that program would fit on a selected site as well as doing that same type of analysis for the Sheriff's Office. That report was completed late last year. They have received additional questions and additional information so they prepared a short presentation that covers some of that key information that's within the last public presentation as well as in the final report, as well as some additional information based off some of the questions the community has asked. They are here as a resource so if additional questions are posed hopefully we can answer them, but if not they'll do the research and get the additional analysis done and provide it back through the County to make sure the community's questions with regard to the analysis or the process or what DLR did are answered. (A copy of the PowerPoint presentation is on file with this day's minute entry.)

Their focus is on safety, operations efficiency, and looking at the different components so not leaving a component out just for cost effectiveness; it's making it a highly functioning building and this was the driver behind all the decisions DLR made and how the process was put together in determining the County's needs. Several of the questions posed by the citizens group are about DLR's methodology and understanding of the projections which will be addressed by Lori Coppenrath, their national programming expert. Mr. Valdez and Ms. Coppenrath have been doing justice design work for the last 20 years and for the last 10 years they've worked side by side; they only focus on justice and corrections type of work. DLR is one of the largest design firms within the country with regard to justice and correctional projects so they were able to draw upon not only their own knowledge but the knowledge within their offices as well as their peers nationally to make sure they understand what the trends are nationally, as well as how they apply to us locally.

Lori Coppenrath reviewed the population projections. They start with the County population and how that growth might occur into the future. Since 1996 there's been a 3% average increase with a peak increase of 5% in 2000. Idaho is the fastest growing state in the country and while that's not in the data they have to think about it moving forward. They also cross correlated their data with what COMPASS predicted the County growth population will be in the future so they used a conservative estimate of 2.9% increase as a basis for their stats as opposed to the 3.4% that has happened lately.

With regard to the jail count, Ms. Coppenrath said as a comparison between Ada County and Canyon County you can see the growth is in line with that with the exception of losing a lot of beds between 2008 and 2010. The alignment of the two counties is pretty similar. Inmate population projections were based on the average ratio of bookings to population to incarceration rate, there's also a few factors that go along with that. They add a peaking and grossing factor to all jail designs to allow for a certain number of beds to be vacant in any functional jail. Once a jail is 80% full they consider that at capacity because you need those other beds for maintenance reasons and for other peaking and classification use. There's a 20% factor added on to their statistics that account for peaking and classification. There's also a very robust pretrial release program and that means when the jail is full you don't put those on pretrial in jail as long as they meet a certain criteria as a risk calculation. When DLR did the calculations the County felt that they would rather have those 250 people in jail than on the street but they don't have room for them in the jail so at that time when DLR did the snapshot there were 255 people that were released because they didn't have beds, but the

Sheriff's Office would prefer they be locked up for community safety so DLR added that factor as well. It's interesting that between 2002-2007 the jail bed numbers were really high and when the predictions were done in 2006 we thought that by 2027 the County would need 1800 beds whereas we are predicting at this point you will need 800-1000 beds because we've normalized and that's why the projections were brought down compared to what they would have been had they used the 2001-2006 data. The projections are based on an average ratio and they selected a conservative number of 1000 beds by 2037 versus needing the 1000 beds by 2027 so if you add in that 255 population then you would be at 1055 in 2027. If you don't add that in then you'll be at the 1055 number by 2037. This does not account for any legislative changes, bail reform, etc., it's based on the stats they have.

Ron Harriman asked what source was used for the population and bed count. He said the historical population for Canyon County was 2% a year, and Nampa is using 2.1% a year for the expansion over the next period of years. With regard to bed count, he looked at DLR's previous projects and the bed count extends far beyond what is normal in Idaho and the fact of the matter is the incarceration rate for Idaho is 2.39 so they have questions about how big the jail has to be. He understands we need a jail but right now the stats he pulled said we are 70 beds short.

Ms. Coppenrath said 477 beds is what they have and what they use. If you were to count the 20% peaking factor that would add another 100 beds so that's 577 and then if you add the people they'd rather have in custody than on the street that's another 255 so we're at 770 beds today that are needed to serve the need of the County.

Mr. Valdez said there was a comment that they are looking at some of the statistics within Idaho; they are looking at an incarceration rate per 1000 and one thing to look at is the two largest counties are Canyon and Ada Counties, both have instilled hard caps on inmate population for numerous years, but that might be skewing some of those incarceration rates per 1000 since literally over 50% of all beds within the state of Idaho are located in those two counties so what happens between them does have a big effect on the state. There is another chart that looks at incarceration rates per 1000 comparing Ada County, Canyon County, the State of Idaho and national averages and in reality they are all fairly similar but with Canyon County being below the state and the national averages. There were several different questions posed about construction costs and methodology so he will go into a synopsis about that and look at some of the national trends and information with regard to construction costs of these type of large jail projects. The initial cost model is prepared by a cost consultant they work with within the region – John Bales (JMB) – it was a detailed cost analysis looking at the different systems, doing takeoffs and conceptual cost analysis and they came up to this term which ended up being a 17-page detailed report that has been incorporated into the final report. That was the methodology, actually looking at national trends for historical data with regard to the different systems that would be incorporated into the jail, looking at construction costs within the Treasure Valley, looking at national as well as local escalation costs, and incorporating that type of data into the analysis as well as doing square footage and different equipment takeoffs based off of what would be incorporated into the facility. This is the reader's digest to the report with regard to big picture of what the jail costs were developed off of: 1044 beds which is 298,000 gross square feet of facility. The construction cost is \$144M plus some change; project costs which is 37% on top of that and includes building permit and planning permit fees, any offsite development, traffic impacts, project management services, design services, furniture

fixtures and equipment (FF&E); all those things build up from the construction cost which is what your contractor will build the project for to the final project cost which is all inclusive turnkey. The project cost is just under \$200M. A big part of this is when the project is anticipated to be built and this is the assumption they made from a constructability standpoint and all the construction costs: the start date would be in the 1<sup>st</sup> quarter of 2019, the completion date would around the 4<sup>th</sup> quarter of 2021, with occupancy and starting of operations around the 1<sup>st</sup> quarter of 2022. In order to do this what was anticipated was a delivery method of CM at risk (CM@R) which means the County would bring on a contractor during the design phase to assist with constructability reviews and do early work packages so what's anticipated here with that construction start of the 1<sup>st</sup> quarter of 2019 is that there would be site grading, utility work, foundation packages, early ordering of steel and precast concrete with not starting the physical construction of the building until later. This methodology allows for more accelerated construction which means we are taking advantage of time and putting it in the best benefit of the County and eliminating escalation as much as possible. This is a big picture of what we're going to do and this is one thing when you look at projects you need to understand are they talking about construction costs or project costs. DLR has been focusing on project costs because you need to know what are you paying all in, final turnkey. When you roll that back to what the construction value would be it is \$144 million. Also incorporated in that project cost is tax so that's another thing they wanted to make sure everything is normalized based off the region, based off the tax you'd have for construction materials.

Mr. Valdez said there were a lot of questions with regard to whether appropriate budgets have been applied to this project with regard to construction methodology and construction cost model methodology so they decided to do a more detailed analysis to look at what large construction projects of jails have been throughout the country over the last several years. If a jail is built in Georgia, for example, there will be different costs than in the Treasure Valley. They regionalized and normalized everything back to here for all the data they're about to show. They used RS Means which is a nationally adopted cost modeling agency that provided an updated regional and cost index which says what is the difference in costs between Boise and Pocatello, and the difference between Atlanta, Georgia and San Diego, California; it analyzes different regions and areas. Boise is the closest to Caldwell so they're using it most likely because that's the subcontractor and general contractor market we would draw from. They brought all these facilities from other locations around the country and regionalized their costs to what it would cost to build that facility right here. Also, they have to consider when they were built so they had to escalate all their costs to bring them off of when Canyon County's project would be built, so as indicated earlier, they would start construction in the 1<sup>st</sup> quarter of 2019 so they escalated all the other projects up to the same point in time in 2019. They used Mortensen Construction Cost Index and he back checked it against RS Means as well as back checked it against Rider Levett Bucknall (RLB) which is an international cost consulting firm. They all issue similar cost indexes and so he wanted to make sure they were similar, which they were, but he used Mortensen's since it was much more readily available and had the most relevant data to be utilized. That only got us through the 4<sup>th</sup> quarter of 2017 so they still had to project those numbers up to the 1<sup>st</sup> quarter of 2019 so with that they applied the same escalation factors that are in the cost estimate that John Bales prepared so for 2018 and into 2019 they applied the same escalation factors that are in the County's project to all those other projects. They had to use multiple different

escalation values from multiple sources but everything is getting applied in the exact same way. John Bales used about 4.5% escalation for 2018 and 2019 which is similar to what a lot of other national agencies are looking at, especially for the western United States which is somewhere between 4%-6% over the next couple of years with it continuing on the decrease so in this year more like 4.5%-6% and then by 2019, 2020 seeing that hopefully come down to 4.5%-4% is what is anticipated. These are in line with all the other national data that they've been able to find and utilize with regard to anticipated escalation in the future so that brings all these projects both to the location as well as to the point in time. Then they wanted to make sure they were comparing at apples to apples so they only looked at new jail projects; they did not look at additions because an addition may not have different components of the program of the building that would be needed and might be more costly, like a booking and intake center or a medical clinic, or food service and laundry areas, so they only looked at new jails that would have all the components of a functioning jail within them and within those cost values. They also only want to look at large jails so obviously a small jail that's 100-200 beds doesn't have nearly the amount of programs or food service or laundry or intake or booking that a large jail would have so they wanted to compare large jails, 500 beds and larger. They wanted them to be relevant, they didn't want to look at projects before the market crashed because that would skew the data, most likely proving that this is very cost effective because as you remember between 2003 and 2007 costs were escalating very rapidly and then they flattened out, decreased and started trending upwards again. They looked at projects that were more like in 2010 to now so based off all that data they came up with this chart which lists 17 projects taken from all around the country and projects that DLR and their competitor design firms have been doing. They reached out to all the contractors they know that do major projects and they did online searches for all projects that were open, or in design, or are recently completed or starting construction so they could get real data off of and this is all they were able to find over that time period that were new, over 500 beds. It is a national trend, it's not just DLR's data. HOK Justice and DLR Group have been the largest design firms for justice projects in the country for the last 20 years so you're going to end up seeing a lot of the large jails designed by those two firms. (The chart he's referring to is included in the PowerPoint presentation on file.)

In their experience cost per square foot is not a great indicator, you should look at cost per bed because that normalizes whether its dorm beds, cell beds, additional program spaces, etc. It looks at what is the cost per inmate to be able to house them. We applied the cost per bed, which is taking the total cost and dividing by the number of beds provided gets you a cost per bed, so that was about \$135,000 per bed nationally. Canyon County is in the middle of the range at \$138,000 per bed for construction costs. The chart shows four or five projects that are considerably less than the others and there is some justification behind that: the SCORE (South Correctional Entity) jail in Washington state. It is the basis of design with regard to the County's project as part of the programming document and one thing it was able to take advantage of was timing. It was one of the first projects that was bid after the market crashed so it took great advantage of the construction market at that time. It's not a stripped down project, it has a great amount of program space, all the security electronics technology, it just took advantage of a perfect point in time. That can also be said of HOK's project at Douglas County. He has talked in great detail with the project designer and they were able to leverage the same thing. DLR wanted to show public facilities as well as privatized jail projects such as the CCA and the GEO-Conroe projects. CCA took advantage of a great time

when it was bid and it was a great project from a cost per bed analysis. The GEO project in Texas has mostly dormitories (hardly any cells) where Canyon County's project is over 80% cells, less than 20% are dormitories so it allows more flexibility for inmate management and control and classification to be able to go with cells versus dorms. Dorms are more cost effective and cheaper to build but there is a justification behind that and you end up looking within the range, obviously some are much lower and then you get into a normalized situation for the majority of the projects. There are three or four that are very high in price. Franklin County in Ohio is just starting construction so it's probably one of the most relevant projects they could hit on, and another one is in San Mateo County and it has won numerous design awards and has been a focus of discussion at multiple correctional conferences around the country as well as internationally because of its design, its approach to normalize environment, and how it fits within the community. They paid a premium for it at \$196,000 per bed but it is a phenomenal facility but he wouldn't say that's the standard we should look at for the County's facility. The big picture it paints is right now, being early programming and planning and conceptual estimating, we are in the middle, right where we should be. Chuck Staddick asked how long the San Mateo facility been in place. Mr. Valdez said they took occupancy and moved inmates in June of 2016. They received an architectural design award, and others were issued from design build institute based off of how the team (contractor, architect, design team, and owner) worked together and collaborated, as well as the presentations they've been doing at ACA, which is a large jail conference, in their approach to a normalized environment, heavy programs, addition of daylight, how the jail facilities can be civic, and amenities within the community. Mr. Valdez said they are still gathering some post-occupancy data; they had preliminary information they shared this last year but they are gathering data with regard to reduction of recidivism, inmate-on-inmate/inmate-on-staff violence, those outcome-based metrics and analysis. They have indicated they feel it will show there is positive outcome but it's too soon since they've only had 12 months of data collection. We need to be able to see what this is like three years down the road. Mr. Staddick said there shouldn't be a lot of emphasis made until you have the results. Mr. Valdez agreed and said a lot of it's based off design, team, delivery method, and how the community views the facility but we'll see if the actual design solution and how they run it have beneficial outcomes in the coming years. He said there are a lot of projects that are being approached in the same way. On all of their projects DLR has a building optimization group that looks at how buildings are performing. Ms. Coppenrath said they do a staffing analysis and come up with what they think the operational costs will be so we can budget for it. The SCORE facility in Washington has been open for almost seven years and they don't have taxpayers paying for it directly - the cities that use it pay it through their bed rates so DLR had to do a lot of analysis on what the operational costs are. They just did a five-year retrospective on what their costs were versus what DLR predicted and they are running \$2M less than predicted so they are being run very efficiently and are very well staffed. She said DLR can do that analysis for us; it's not always going to hit spot on but they can do those predictions.

Paul Alldredge asked what the deputy/inmate ratio is in the other facilities versus what we have in the current jail. Chief Dashiell doesn't think you can get a true deputy/inmate ratio because of the design difference. The deputy assignment is based on the facility construction not the number of people that are assigned to it. Ms. Coppenrath said they are predicting that we'll be using about the same number of staff in the new facility for the 1044 beds as we

are now with 477 beds. Mr. Valdez said they'd have to do an analysis of the other projects to see what their inmate to staff ratios are, but a big driver of that is whether it's direct or indirect, blended supervision, dormitories, cells, do they have special management units, do they outsource and contract certain staffing positions? All of that needs to be analyzed to try to normalize that, but a subtle change in design solution all of a sudden creates or reduces a staffing post so that's why we take great care in making sure our projects are as staff efficient as possible.

Ron Harriman said DLR produced that \$56M contract and they wound up producing that for \$65,000 a bed according to DLR's site. He noticed their listing of the construction projects is not duplicated on their site, even nationally, so they might want to check that. Mr. Valdez said some of the information that gets put on websites are based off of construction estimates at the start, before bid, and has not necessarily been updated with actual final construction costs after bid or after project completion, but they are able to go in and mine it through project management software to pull this data out of final construction costs on their projects. Ms. Copenrath said during that project the owner added a \$1.5M driveway to be able to access the site that they didn't think they were going to need. Mr. Harriman said he will talk to DLR after the meeting because he thinks there are items that are not in the other projects in comparison.

Mr. Valdez said we can talk about additional cost reduction opportunities. These are some things they brought in, and a lot of this and the methodology from a construction cost and systems was based off of what was provided in the SCORE jail just south of Seattle as well as the Skagit County jail which is in Mount Vernon, north of Seattle, which are two projects the County was familiar with and has toured. The following are things to look at for additional reductions:

- Epoxy paint – there was an upcharge, it's being anticipated to use prime coat, which is specialized painting material rather than using a standard epoxy paint so that can be eliminated.
- They were anticipating cameras in every cell, but that can be reduced to pull cameras out of the general population cells in the maximum segregation cells since there's only one person within them, and keeping cameras within all the holding cells within the special management unit and the mental health unit as a way to control costs.
- They looked at whether there are programs that can be removed and put off toward future expansions/needs which would be future growth is incorporated within the administration space so we can pull that square footage out and anticipate a small addition to the administration unit in the future as that need is met.
- Removing one of the program units and incorporating it into a future expansion.
- Removing the warehouse out of the project and incorporating that into future expansion.



- Pulling the work release program out from here and keep it located at the Dale Haile facility.
- Currently they are carrying a 13% design and construction contingency which they feel is very appropriate for this time within the project but that could be reduced to 10% at this point in time.

The cost reduction opportunities would have a net benefit of construction cost reduction of \$16M-\$20M, which then once you apply those soft costs and other factors with tax and everything else could be a project cost savings of \$22M-\$28M. By doing this it would put the County at or below a cost per square footage of Skagit County which was in the lower end of those range of projects and a cost per bed analysis but the other thing to consider is that delaying the project by a certain amount of time just based off of that escalation cost, which is 4.5%, which they feel is very appropriate, but based off the scale and the size of the project a one year delay based off of what was assumed with all the cost modeling is about a \$7M construction increase or a \$9M project cost increase for every year that would be delayed. That's one thing they looked at from construction methodology - how do we take advantage and make sure that escalation isn't hindering and hurting the project from a cost standpoint and a cost modeling which is a big reason why they chose to base everything off of a CM at risk delivery method so what does that mean within the plan if you end up eliminating some of those. If you eliminate the work release that's included in the floor plan we could add it in a future phase if you want to relocate it back out there. It would take about 10% square footage out of the administration area so you'd have to plan for future expansion at some point in time to be able to add those additional spaces back in. We can't take all the warehouse out because there's maintenance and some storage that's needed for operations but we might be able to take about half the warehouse space out and plan for future growth. The space for programs such as AA, NA, GED, religious programs, and skill development programs is located directly off each of the different housing units; we could pull one of those out and include it in a future phase which would mean the inmates within the housing unit would have to go down to another housing area to access those programs so that's more operations and inmate movement but it could be considered as a cost reduction.

Hubert Osborne asked how many programs there are for average jail time of 16 days 20 days. Ms. Coppenath said the national average is 16-21 days and depending on how efficient the courts are running it can be a lot longer than that. There are some people who've been waiting for their trial for 2-4 years so we have programs that get people involved in AA and NA, but we also have long term programs such as GED and others who are there for 90 days or 120 days, or whatever it might be. We need to provide a continuum of programs for every length of stay and the jail staff are looking forward to be able to implement more programs than what they can do now because they just don't have the space. Besides a bail reform, programs are things that are going to reduce the size of your jail and DLR has taken that into consideration through this design.

Kathy Alder asked for the cost per pod. Mr. Valdez said they did an analysis of that in their previous presentation and he will find that information for her.

Clerk Yamamoto asked what the operational cost impact is in particular to staffing with retaining work release on campus. Ms. Coppenrath said staffing should be the same because you will use the existing beds upstairs at the jail, you'd have the same officers that would run

work release out here as you would downtown so it should be about the same. It is staffed with two people pretty much fulltime so you would have those staff remain at the existing jail. As to whether there would be some overlapping with staff between the facilities, Chief Dashiell said the only thing you'd run into is food service.

Kathy Alder asked if transportation has been considered and whether there will be an increase in staff. Ms. Coppentrath said they have taken that into consideration with the staffing costs. There may be two to three staff difference but the analysis that's been done early in the project shows we're about the same.

Commissioner Dale appreciates the participation today and said this is exactly what we need to do and it has to be a collaborative community effort or it's not going to succeed. We have to understand the need, the cost involved and in some fashion or another we're going to have to pay for something at some time because the present situation cannot continue on indefinitely because it's a poor situation. He said our Prosecuting Attorney has said our present Dale Haile facility is the largest liability risk we have in the County. Prosecutor Taylor said we have spent millions of dollars defending numerous lawsuits.

Bob Carpenter said he thought today's meeting was to discuss a proposal for an expanded marketing program provided by these people to the citizens of the County. Commissioner Dale said that was a misconception, that's not what this meeting was centered on.

Sid Freeman asked if DLR has on data on the population and economic base of the geographical area that the listed jails serve and how it compares to what we have in Canyon County. He said it would be helpful to see whether we are being overburdened with expenses based on our population and economic base. Mr. Valdez said DLR does not have that data. Pretty much every one of those jails went through a similar process that we went through with Canyon County with doing needs analysis based off of growth, population projections, and needs, each one is unique with regard to the need based off of localized laws, community approach to the justice system, legislative actions within those states, etc. He's not sure how they would approach that. Mr. Freeman said it was stated that the SCORE jail is not going back to the taxpayer because each city pays for it (which is being funded by the taxpayers.) Ms. Coppentrath said they didn't ask for a vote of the citizens to get that passed. They created a public development authority and then they let bonds and the taxpayers ultimately are paying for it but for lack of a better word they didn't have a say in it. They are paying it per their daily rate, which they would have paid for at any jail they used because they didn't have their own jails so for example, King County was charging them \$198 per bed day, plus a \$350 booking charge for every inmate that was going to King County and now they are paying it to their own jail that they have control over. She said SCORE is not as apples to apples in terms of what their demographics are because they are only a misdemeanor jail and not a felony jail so it would be a little skewed in terms of the data. Mr. Freeman asked how many of those were like kind to the type of the architectural structure we are looking at here. Mr. Valdez said the majority of them would be deemed a horizontal jail concept which is what ours is, pretty much a one-story horizontal facility. There are a couple that were verticals so they had more multiple floor plans but that's a smaller grouping of those that were a vertical jail component, but as far as how were they configured, how were the units set up, were they set up to be a blended supervision model like this one versus being a direct supervision model, he doesn't have that data. The question was brought up about how much one of the housing units would cost (so in referring to the PowerPoint he said) this is a cost comparison they brought in from a previous presentation as well as included in the report and what you'd

be able to see is the proposed program on the far right, one over is to remove one housing unit and that would be one housing unit along with the program space associated with that. So the project cost difference is about the cost for one housing unit and its support program space is \$34M in project budget so that would be something around \$22M-\$24M of what the actual construction cost would be, but the project cost is \$34M.

Bob Carpenter asked what the plans are for going forward with this plan; are we going to promote it and consider this option? How does this go out to the community? Commissioner Dale said we are talking about that and Sam Laugheed has developed a step-by-step plan on how we'll move forward. Educationally we have some due diligence to do on the various funding options; there are 3-4 different methodologies that could be utilized and we're just in the beginning stages of how to analyze that. We have talked about getting proposals from other groups based on this analysis, based on what they've come up with here and put that out for a request for information/request for proposals from other people who do this kind of work.

Commissioner Rule said he's been going through this process for 11 years and the reality is the population base we have won't accept \$135 per \$100,000 of value added to their taxes. This proposal has zero chance of being bonded and we're in a dangerous dance because it's being staged and prepared for a judicial review/mandate that would make the taxpayers absorb this cost so for us to move forward with a plan to build a \$198M jail is setting the stage for a judicial mandate that would increase our taxes. He is really nervous about the process when three previous bond attempts for a \$50M-\$60M bond failed. He has zero faith this will fly so his advice is to get real about what Canyon County might approve. This plan (DLR's plan) is not his plan.

Commissioner White said she has no intent to do anything that's going to force a judicial mandate. She doesn't want to put the burden on taxpayers because they're already overburdened so she's doing her due diligence and looking for alternative funding sources where society as a whole can come together. She would like to consider a local option revenue source for jail construction in the amount of one cent that would debt service a 20-year bond to be paid off in 10-11 years, and if we use a half cent local option sales tax we could probably retire it in 16-17 years. She said if you look back at the past three failed bonds, each one has a "Paul Harvey, that's the rest of the story" attached to it; amounts changed, there were concerns with the way the property was purchased, and there was discontent and mistrust associated with them. She has spoken with four Canyon County legislators who would support a local option sales tax and she asked for the public's support as well. These are societal problems and everybody should pay but it will take all of us in order for it to be successful. Commissioner White spoke of two incidents that occurred this past fall where, due to the unsafe design of the facility, a deputy could have been beaten to death by an inmate had it not been for another inmate who had a conscience and got on the radio and called for help. There was also an escape where an inmate turned up in a Caldwell home where the homeowner was there by herself. Both situations were dangerous and weigh heavily on her as a Commissioner and she wants to find a way to get the jail built and noted it will take not only the elected officials' support but the support of the public as well. Bob Carpenter asked how much money we have right now that can be put toward a jail project. According to Commissioner Dale we have approximately \$3M.

Commissioner Rule said while the local option sales tax would work if Canyon County would approve it, COMPASS has been trying to get a local option sales tax approved for 11 years but they can't get past the state legislature.

Commissioner Dale said he has no ulterior motive for anything other than a new jail – one jail, not multiple jails because that is neither effective nor efficient. One of the greatest challenges of elected officials is to look beyond the next election and act as a fiscal conservative to look down the road and allow for maintenance costs and growth and do it in the most cost effective manner available. He said he's not looking that this is a game of chess where we do X, Y, and Z and end up at a judge's desk and say tell us to do it. He hopes we can solve this problem without having to do that because that's never the best option, it would be the last resort. With regard to a local option sales tax, he thinks that is allowed and Sam Laugheed has been checking on it. We have to put all options on the table to get this done because the option of doing nothing is the most costly option. He said DLR did a comparative cost of various opportunities and one of them was the cost of status quo which is where you acknowledge there are 250 prisoners out there right now that ought to be in jail out of the 650 that are on pretrial release and if you acknowledge that population will grow there is an increased need for incarceration space as you go on. Right now we can't find more beds than we are already utilizing within the state of Idaho so that means you have to start going out of state and that's even more cost so the cost of doing nothing is the most expensive over the 20-year run, it's like \$800M if he remembers correctly. The cost of incrementally doing maybe just a little bit now and the cost of an addition to the jail was considered and those costs are more than the cost of doing it once and doing it right so our corporate responsibility is to figure out what is the right way to do it. We don't have that answer today. We have a really good analysis that is based on scientific data and methodology that is accepted throughout the nation, it's verifiable so we need to take this as a tool and work together to design what works for Canyon County. We will figure it out but it's not going to be free and that's what we need everybody's help to do. He thinks Commissioner White's optimistic look on the local option tax is a great idea and he likes it better than a property tax.

Chuck Staddick asked how the half cent potential revenue was derived. Zach Wagoner said it based on last year's sales tax revenues. Mr. Staddick asked if the Board has looked at any federal grants that could help with building a jail. Commissioner Rule said those that were applicable or available at that time would be out of focus now so we'd have to start all over again, and until you get a project ready and approved to build you can't get a grant. Commissioner Dale said it's his understanding that those kind of grants are really limited and with the present attitude in Washington, DC, he doesn't think we're going to see those kind of grants coming out.

Clerk Yamamoto asked for a comparison of a horizontal jail to a multi-floor structure. Mr. Valdez said they have a two projects in their presentation that are at the same point in time: one is the Clark County, Washington jail and your Canyon County jail. Jail populations are almost the same, one is a downtown urban environment vertical jail concept and the other is a horizontal jail concept. That's usually the difference you end up paying. Not to mention there are some operational inefficiencies within a vertical jail for inmate movement because you have to have access to the elevator which means additional staffing and additional issues associated with that not to mention smoke evacuations are a little more expensive with a vertical jail so there are aspects with that. With Clark County that's the land that's available so that was their solution to be able to approach it and that's why you end up seeing a lot of

these large jails going either totally horizontal or totally vertical like the LA Men's Central Jail which is 11 stories and \$1.8B (billion dollars) to be able to build that.

Hubert Osborne asked if the County can legally charge an impact fee for jail use. Commissioner Dale said County and municipality impact fees are the same, you can charge the same range of fees and I believe in the City of Nampa they have a public safety impact fee that helped fund a couple of fire engines. He thinks there is an allowance for an impact fee for public safety but doesn't know how it applies in this. Prosecutor Taylor said they are in the process of researching that.

Larry Olmstead said in Nampa it's for police, fire, parks, intersections and bridges, but they aren't charging this year because the police had a balance to carry over from previous years but they are still in there. Commissioner Dale said the impact fee for public safety can only be used for construction of new facilities, not on salaries, it can only be used for hard construction. He went through the process when he was the mayor and they established impact fees, but there's a yearlong process to do an analysis to justify the appropriate impact fees for the appropriate things, for example, when you talk about park impact fees the big commercial and industrial builders don't get the assessed impact fee because they don't impact that. Another thing is impact fees only affect you from the point they're instituted moving forward and so if you're looking at impact fees as a possible funding source to build a jail that's a long ways down the road before you'd have enough funds to do anything. It could help maybe for the future expansion if you need to do that, but there again you'd have to do an impact study to find the impact of industrial growth, for example, which is the largest share of our tax base, but it may not even be subject to a public safety impact fee. That's something that would take a long time to study, but it is a possibility.

Ron Harriman said Commissioner White has an excellent idea. He said they have formed a committee and they are fully familiar with jail construction throughout the northwest and the United States. He's an ex-contractor and he's built jails and estimated jails and he knows what jails cost and that's one of the things he wants to talk to DLR about after this meeting to make sure they (DLR) have the right information to be competitive in this attempt to correct what we have wrong. We know we need a jail and we will have a jail but we will have the right jail at the right cost at the right place or we won't have a jail, we'll have a lawsuit.

Commissioner Dale anticipates having more of these meetings and he encouraged the public to stay involved with accurate information so we can be on the same page and keep our eyes on the goal of public safety in Canyon. The meeting concluded at 3:07 p.m. An audio recording is on file in the Commissioners' Office.

THE MINUTES OF THE FISCAL TERM OF DECEMBER 2017 WERE READ AND APPROVED AND FOUND TO BE A PROPER RECORD OF THE PROCEEDINGS OF THE BOARD OF CANYON COUNTY COMMISSIONERS, CANYON COUNTY IDAHO. SIGNED BY COMMISSIONERS TOM DALE, PAM WHITE AND STEVE RULE THIS 31<sup>ST</sup> DAY OF JANUARY 2018. ATTEST: CHRIS YAMAMOTO, CLERK; J. ROSS, DEPUTY CLERK