

APPROVED CLAIMS

- The Board has approved claims 601794 to 601795 in the amount of \$664,571.05
- The Board has approved claims 601717 to 601756 in the amount of \$685,063.96

APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- Hyland Software in the amount of \$5,516.00 for the Information Technology department
- Dell in the amount of \$18,288.65 for the Information Technology department
- Corwin Ford in the amount of \$46,464.00 for the Fleet department

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

The Board met today at 9:30 a.m. with county attorneys for a legal staff update to consider action items. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Chief Deputy P.A. Carl Ericson, Deputy P.A. Zach Wesley, Deputy P.A. Laura Keys, Solid Waste Director David Loper (left at 10:03 a.m.), Director of Misdemeanor Probation Jeff Breach (left at 9:32 a.m.), Facilities Director Rick Britton (left at 9:36 a.m.), Director of Constituent Services Rick Hogaboam (arrived at 9:58 a.m.), COO Greg Rast and Deputy Clerk Jenen Ross.

Consider Resolution Classifying Records of Canyon County Misdemeanor Probation and Authorizing Destruction of Closed Offender Supervision Files: Director Breach explained these are paper files that have been closed with no activity for at least 2 years. Additionally, the records are digitally maintained in Odyssey. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the resolution classifying records of Canyon County Misdemeanor Probation and authorizing destruction of closed offender supervision files (resolution no. 24-001).

Consider Seller's Property Condition Disclosure Form for 1224 Albany Street, Caldwell Idaho: This is a necessary part of the real estate agreement which discloses the condition of the property. Mr. Ericson said there is a signature page and some spots that will require one Board member initials. Commissioner Van Beek made a motion for the Board to sign the seller's property condition disclosure form for 1224 Albany St., Caldwell Idaho and for her to initial in the necessary places. The motion was seconded by Commissioner Brooks and carried unanimously.

Consider Assignment and Assumption Agreement Addendum for property located at 1302 Albany Street, Caldwell, Idaho: This addendum is to correct a misspelling in the original contract. Upon the motion of Commissioner Brooks and second by Commissioner Van Beek the Board voted

unanimously to sign the assignment and assumption agreement addendum for property located at 1302 Albany Street, Caldwell, Idaho (agreement no.24-001).

Consider Disclosure of Information on Lead-Based Paint for property located at 1302 Albany Street, Caldwell, Idaho: This is a necessary part of the real estate agreement which discloses the condition of the property. Upon the motion of Commissioner Brooks and second by Commissioner Van Beek the Board voted unanimously to sign the disclosure of information on lead-based paint for property located at 1302 Albany Street, Caldwell, Idaho.

Consider Independent Contractor Agreement with Great West Engineering, Inc. for Pickles Butte Landfill Waste Screening Training: Director Loper explained this is a new training to enhance the safety program at the landfill which he would ideally like to do annually. The training will be for all 29 landfill employees but will be broken into different segments so the landfill can continue to operate. This training was budgeted for in FY24 and came in under budget. Based on a question from Commissioner Van Beek, discussion ensued regarding the cost and if the training could be done by the in-house safety and risk manager. Following discussion, the Board had a better understanding of the cost and Mr. Slack, who is the county's Risk and Safety Manager, doesn't have the breadth of knowledge for this specialized safety training but would like to attend with the landfill employees. Upon the motion of Commissioner Brooks and second by Commissioner Van Beek the Board voted unanimously to sign the independent contractor agreement with Great West Engineering, Inc. for Pickles Butte Landfill Waste Screening training (agreement no. 24-002).

Consider Extension No. 1 to Contractor Agreement No. 23-052 with SCS Field Services for the Installation of the Gas Collection System and Flare Station Components: A letter of substantial completion was received December 20th however there is still one monitoring well that needs to be installed. Start-up of the system is scheduled for January 8th, with final completion deadline for compliance being March 2024. This extension goes thru January 20th to allow for the installation of the final monitoring well and the start-up. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign extension no. 1 to contractor agreement no. 23-052 with SCS Field Services for the installation of the gas collection system and flare station components (agreement no. 24-003).

Consider a resolution approving an alcoholic beverage license for Kum & GO L.C. dba Maverick #5407: Upon the motion of Commissioner Brooks and second by Commissioner Van Beek the Board voted unanimously to sign the resolution approving an alcoholic beverage license for Kum & GO L.C. dba Maverick #5407 (resolution no. 24-002).

Consider a resolution for a change in application requested by McNabbs Vape Lounge LLC dba McNabbs Vape Lounge: Upon the motion of Commissioner Brooks and second by Commissioner Van Beek the Board voted unanimously to sign the resolution for a change in application requested by McNabbs Vape Lounge LLC dba McNabbs Vape Lounge (resolution no. 24-003).

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

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

Commissioner Van Beek made a motion to go into Executive Session at 10:05 a.m. pursuant to Idaho Code, Section 74-206(1) (d) and (f) regarding records exempt from public disclosure and to communicate with legal counsel regarding pending/imminently likely litigation. The motion was seconded by Commissioner Brooks. Commissioner Holton took a roll call vote where he along with Commissioners Van Beek and Brooks voted in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, Chief Deputy P.A. Carl Ericson, Deputy P.A. Zach Wesley, Deputy P.A. Laura Keys, Director of Constituent Services Rick Hogaboam and COO Greg Rast. The Executive Session concluded at 10:26 a.m. with no decision being called for in open session.

The meeting concluded at 10:27 a.m. and an audio recording of the open portion of the meeting is on file in the Commissioners' Office.

ACTION ITEMS: CONSIDER CASUALTY LOSS APPLICATION FOR STW INVESTMENTS, LLC; AND CONSIDER TREASURER'S TAX CHARGE ADJUSTMENTS BY PIN FOR NOVEMBER, 2023

The Board met today at 10:41 a.m. to consider a casualty loss application for STW Investments, LLC; and to consider the Treasurer's tax charge adjustments by PIN for November, 2023. Present were: Commissioners Brad Holton, Zach Brooks, and Leslie Van Beek, COO Greg Rast, Director of Constituent Services Rick Hogaboam, Deputy Treasurer Tonya May, and Deputy Clerk Monica Reeves. Treasurer Tracie Lloyd arrived at 10:53 a.m. The items were considered as follows:

Consider Casualty Loss Application for STW Investments, LLC: The casualty loss occurred on July 16, 2023. The Board reviewed the assessment information which indicated the total taxable value to be forgiven (after casualty loss) is \$57,400. There were questions about the improvement value and calculations. Upon the motion of Commissioner Brooks and the second by Commissioner Van Beek, the Board voted unanimously to approve the casualty loss application for STW Investments, LLC, in the amount of \$437.23, not the applied for full amount.

Consider Treasurer's Tax Charge Adjustments by PIN for November 2023: Commissioner Van Beek had some questions on some of the adjustments so Commissioner Holton made a motion to continue the meeting to January 3, 2024 at 10:00 a.m. so a representative from the Treasurer's Office could attend. The motion was seconded by Commissioner Brooks and carried unanimously. The Board adjourned at 10:51 a.m. Treasurer Lloyd arrived at 10:52 a.m. and so the Board vacated its earlier decision to reschedule this meeting and instead took up the matter. Commissioner Van Beek had a question about the inactive account transfer for PIN 34589013 0, and she asked for an explanation of the accounts that have a note stating: "City of Nampa De-Annexation". Treasurer Lloyd said PIN 34589013 0 was two parcels and in 2023 they were combined into one. The other properties were

in question were de-annexed but they have a city limit levy and so she adjusts off everything but the bond since they are still required to pay on the bond. Upon the motion of Commissioner Holton and second by Commissioner Brooks, the Board voted unanimously to sign the Treasurer's tax charge adjustments by PIN for November 1-30, 2023.

The meeting concluded at 10:56 a.m. An audio recording is on file in the Commissioners' Office.

MEET NEW EMPLOYEES IN THE DEVELOPMENT SERVICES DEPARTMENT

The Board met today at 11:00 a.m. with newly hired employees in the Development Services Department. Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, DSD Director Sabrina Minshall, Assistant DSD Director Jay Gibbons, Planning Supervisor Carl Anderson, Principal Planner Hether Hill, COO Greg Rast, Director of Constituent Services Rick Hogaboam, and Deputy Clerk Monica Reeves. Mr. Gibbons, Mr. Anderson, and Ms. Hill spoke of their respective education, background and experiences. The Board welcomed the new employees, and Director Minshall and COO Rast offered comments on the proactive adjustments being made in order to make everything work better. At the conclusion of the introductions at 11:13 a.m., COO Rast said Director Hogaboam requested an Executive Session for an update around DSD:

EXECUTIVE SESSION – DISCUSS A PERSONNEL MATTER

Commissioner Van Beek made a motion to go into Executive Session at 11:14 a.m. pursuant to Idaho Code, Section 74-206(1) (a) to discuss a personnel matter. The motion was seconded by Commissioner Brooks. A roll call vote was taken on the motion with Commissioners Holton, Van Beek, and Brooks voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, DSD Director Sabrina Minshall, Assistant DSD Director Jay Gibbons, Planning Supervisor Carl Anderson, Principal Planner Hether Hill, COO Greg Rast, Director of Constituent Services Rick Hogaboam, and Deputy Clerk Monica Reeves. The Executive Session concluded at 11:33 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.

CONSIDER FY2023 INDIGENT DEFENSE EXPENDITURE REPORT

The Board met today at 11:34 to consider the FY2023 indigent defense expenditure report. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Chief Public Defender Aaron Bazzoli participated via teleconference, COO Greg Rast and Deputy Clerk Jenen Ross.

This is a report showing what was expended in 2023. Mr. Bazzoli explained he reviews PowerPlan to know exactly what was expended the previous year and to account for the funds that were received from the grant and expended by the county. The funds are used to offset the cost of public defense and are expended first to ensure they are fully used. Commissioner Van Beek made a motion to sign the FY2023 indigent defense expenditure report. The motion was seconded by Commissioner Brooks and carried unanimously. A copy of the report is on file with this day's minutes.

The meeting concluded at 11:41 a.m. and an audio recording is on file in the Commissioners' Office.

JANUARY 2024 TERM
CALDWELL, IDAHO JANUARY 3, 2024

No meetings were held today.

APPROVED CLAIMS

- The Board has approved claims 601757 to 601793 in the amount of \$56,619.22
- The Board has approved claims 601796 to 601835 in the amount of \$72,434.12
- The Board has approved claims 601836 to 601851 in the amount of \$8,330.00
- The Board has approved claims 601852 to 601901 in the amount of \$166,782.05

APPROVED EMPLOYEE STATUS CHANGE FORMS

The Board approved employee status change forms for:

- Erin Bullard, Treatment Coordinator, 3% General Wage Increase for FY2024
- Trina Harrell, Temporary Elections Worker
- Shane Sears, Temporary Elections Worker
- Bonnie Wood, Temporary Elections Worker
- Jamie Siewert, Temporary Elections Worker

APPROVED CATERING PERMITS

- The Board approved an Idaho Liquor Catering Permit for Legends Sports Pub & Grill to be used 1/13/24; Craft Lounge to be used 1/21/24; and Capitol Bar to be used 1/7/24.

JANUARY 2024 TERM
CALDWELL, IDAHO JANUARY 4, 2024

APPROVED CLAIMS

- The Board has approved claim 601938 in the amount of \$4,697.97

APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- Kendall in the amount of \$47,071.00 for the Fleet department (PO #5947)

APPROVED EMPLOYEE STATUS CHANGE FORMS

The Board approved employee status change forms for:

- Aaron Lasley, IT Business Analyst
- Julio Ortega, Computer Network Tech

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

The Board met today at 9:32 a.m. with county attorneys for a legal staff update and to consider an action item. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Chief Deputy P.A. Carl Ericson, Deputy P.A. Zach Wesley, Solid Waste Director David Loper (left at 9:37 a.m.), Director of Constituent Services Rick Hogaboam (arrived at 9:35 a.m.), Mark Christiansen (left at 9:37 a.m.) and Deputy Clerk Jenen Ross. The action item was considered as follows:

Consider Resolution to Make an Appointment to the Solid Waste Advisory Committee (SWAC):

Director Loper explained that Fred Butler was no longer able to serve and the SWAC recommends appointing Mark Christiansen to represent the District I position. Additionally, this resolution will reappoint Mr. Murray to the City of Middleton position. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the resolution appointing Mr. Christiansen as the District I representative and Mr. Murray as the City of Middleton representative to the Solid Waste Advisory Committee (resolution no. 24-004).

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

Commissioner Van Beek made a motion to go into Executive Session at 9:38 a.m. pursuant to Idaho Code, Section 74-206(1) (b), (d) and (f) regarding a personnel matter, records exempt from public disclosure and to communicate with legal counsel regarding pending/imminently likely litigation. The motion was seconded by Commissioner Brooks. Commissioner Holton took a roll call vote where he along with Commissioners Van Beek and Brooks voted in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, Chief Deputy P.A. Carl Ericson, Deputy P.A. Zach Wesley and Director of Constituent Services Rick Hogaboam. The Executive Session concluded at 10:24 a.m. with no decision being called for in open session.

Commissioner Holton noted that the legal staff update will be continued to 3:00 p.m. today.

The meeting concluded at 10:24 a.m. and an audio recording is on file in the Commissioners' Office.

CONSIDER CERTIFICATES OF NONCOMPLIANCE FOR PUBLIC NUISANCE, BUILDING OR STRUCTURE VIOLATIONS

The Board met today at 10:34 a.m. to consider certificates of noncompliance for public nuisance, building or structure violations. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Code Enforcement Supervisor Eric Arthur, Director of DSD Sabrina Minshall, Director of Constituent Services Rick Hogaboam and Deputy Clerk Jenen Ross.

Mr. Arthur provided a history and timeline of each property and possible remediation of certain properties.

Public nuisance violations

- **19232 Cindy, Caldwell (R22484):** Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the certificate of non-compliance for 19232 Cindy, Caldwell (R22484).
- **12018 Long, Middleton (R24062):** Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the certificate of non-compliance for 12018 Long, Middleton (R24062).

The Board went off the record from 10:47 a.m. to 10:49 a.m.

Building violations

- **27959 Rabbit Brush, Caldwell (R37886109):** Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the certificate of non-compliance for 27959 Rabbit Brush, Caldwell (R37886109).
- **9357 Purple Sage, Middleton (R37594010F):** Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the certificate of non-compliance for 9357 Purple Sage, Middleton (R37594010F).
- **15414 Malt, Caldwell (R32949):** Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the certificate of non-compliance for 15414 Malt, Caldwell (R32949).
- **28286 Peckham, Wilder (R36887010):** Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the certificate of non-compliance for 28286 Peckham, Wilder (R36887010).

The meeting concluded at 11:07 a.m. and an audio recording is on file in the Commissioners' Office.

MONTHLY MEETING WITH THE ADMINISTRATIVE DISTRICT JUDGE AND THE TRIAL COURT ADMINISTRATOR

The Board met today at 1:36 p.m. for a monthly meeting with the Administrative District Judge and the Trial Court Administrator. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Director of Constituent Services Rick Hogaboam (left at 1:46 p.m.), Interim TCA Benita Miller, Deputy TCA Laura Kiehl, Chief Judicial Marshal James West, COO Greg Rast, Judge Davis Vander Velde (arrived at 1:41 p.m.) and Deputy Clerk Jenen Ross.

Ms. Miller and Ms. Kiehl reported that this year the jury commissioner started asking if jurors would like to donate back their payment and by doing so had approximately \$7000 donated in October and November. They would like to use the donated fees to enhance the jury experience by providing additional amenities or childcare vouchers for jurors that would not need to be taxpayer funded. Previously there was a Jury Assistance Fund in the budget for this, but that line item is no longer showing in their budget and there is an issue about this not actually being revenue for the county. Mr. Rast suggested he has some ideas on this so he and Ms. Miller will speak at a later time.

EXECUTIVE SESSION – PERSONNEL MATTER AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Commissioner Van Beek made a motion to go into Executive Session at 1:46 p.m. pursuant to Idaho Code, Section 74-206(1) (b) and (d) regarding a personnel matter and records exempt from public disclosure. The motion was seconded by Commissioner Brooks. Commissioner Holton took a roll call vote where he along with Commissioners Van Beek and Brooks voted in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, Interim TCA Benita Miller, Deputy TCA Laura Kiehl, Chief Judicial Marshal James West, COO Greg Rast and Judge Davis Vander Velde. The Executive Session concluded at 2:18 p.m. with no decision being called for in open session.

The meeting concluded at 2:19 p.m. and an audio recording of the open portion of the meeting is on file in the Commissioners' Office.

ACTION ITEMS: SIGN CLOSING DOCUMENTS FOR PROPERTIES LOCATED AT 1302 ALBANY AND 1224 ALBANY STREET, CALDWELL, IDAHO

The Board met today at 2:36 p.m. to sign closing documents for properties located at 1224 Albany Street and 1302 Albany Street in Caldwell. Present were: Commissioners Brad Holton, Zach Brooks, and Leslie Van Beek, Facilities Director Rick Britton, Vicki Hunsperger, Pioneer Title Company Escrow Officer, and Deputy Clerk Monica Reeves. The signing took place at Pioneer Title Company in Caldwell and those present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, Facilities Director Rick Britton, Escrow Officer Vicki Hunsperger, and Deputy Clerk Monica Reeves. The property located at 1224 Albany is being purchased from Shark Fin, LLC, for \$330,000; and the property located at 1302 Albany is being purchased from Innovative Wealth Group, LLC, for \$330,000. The signing concluded at 2:53 p.m., and the signed documents are on file with this day's minute entry.

CONTINUATION OF EXECUTIVE SESSION – PERSONNEL MATTER AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

At 3:06 p.m. the Board met for a continuation of an Executive Session from this morning's legal staff update. Commissioner Van Beek made a motion to go into Executive Session at 3:07 p.m. pursuant to Idaho Code, Section 74-206(1) (b) and (d) to discuss a personnel matter and records exempt from public disclosure. The motion was seconded by Commissioner Brooks. A roll call vote was taken on the motion with Commissioners Holton, Van Beek, and Brooks voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, Chief Civil Deputy PA Carl Ericson, Deputy PA Zach Wesley, and COO Greg Rast. COO Rast left at 3:35 p.m. The Executive Session concluded at 3:58 p.m. with no decision being called for in open session.

JANUARY 2024 TERM
CALDWELL, IDAHO JANUARY 5, 2024

APPROVED CATERING PERMITS

The Board approved an Idaho Liquor Catering Permit for:

- Playhouse Boise Inc. to be used 1/12/24

APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- reMarkable in the amount of \$9,126.00 for the Information Technology department
- Southern Idaho Electric in the amount of \$38,170.00 for the Facilities department
- Southern Idaho Electric in the amount of \$42,750.00 for the Facilities department

APPROVE EMPLOYEE STATUS CHANGE FORMS

The Board approved the following employee status change forms:

- Cody Bailey – Deputy Sheriff transferring from Detention -Inmate Control to Patrol – Field Services, effective 1/8/2024
- Samantha Chamberlain – Deputy Sheriff transferring from Detention Inmate Control to Emergency Communications Officer I – Dispatch, effective 1/8/2024
- Cameron Goetz – Deputy Sheriff transferring from Detention – Inmate Control to Patrol – Field Services, effective 1/8/2024
- Chaz Howell – Deputy Sheriff promoting to Corporal – Inmate Control, effective 1/8/2024
- Travis Lowber – Deputy Sheriff – SRO (School Resource Officer) will have Detective Pay added, effective 1/8/2024
- Christopher Odenborg – Deputy Sheriff – METRO Task Force transferring to CID and promoting to Corporal, effective 1/8/2024
- Jacob Hernke – Deputy Sheriff transferring from Detention -Inmate Control to Patrol – Field Services, effective 1/8/2024
- Justin Hambley – Deputy Sheriff transferring from SRO to METRO Task Force, effective 1/8/2024
- Jamison Pfaff – New Hire, Deputy Sheriff – Inmate Control with 4.5 years’ experience starting 1/8/2024
- Darr Anderson – Deputy Sheriff transferring from Patrol – Field Services to SRO, effective 1/8/2024
- Kannan Walter – New Hire, Deputy Sheriff – Inmate Control starting 1/8/2024
- Ryan Mills – Rehire, Deputy Judicial Marshal

SPECIAL MEETING: EXECUTIVE SESSION REGARDING A PERSONNEL MATTER, RECORDS THAT ARE EXEMPT FROM PUBLIC DISCLOSURE, TO COMMUNICATE WITH LEGAL COUNSEL REGARDING PENDING/IMMINENTLY LIKELY LITIGATION, AND TO COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

At 10:04 a.m. Commissioner Van Beek made a motion to go into Executive Session pursuant to Idaho Code, Section 74-206(1) (b), (d), (f), and (i) regarding a personnel matter, records that are exempt from public disclosure, to communicate with legal counsel regarding pending/imminently likely litigation, and to communicate with the risk manager regarding pending/imminently likely claims. *(Note - The agenda referenced sections (1)(d) and (f); the motion included additional code sections (b) and (i)).* The motion was seconded by Commissioner Brooks. A roll call vote was taken on the motion with Commissioners Holton, Van Beek, and Brooks voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, COO Greg Rast, HR Director Kate Rice, HR Business Partner Kendra Elgin, Cheresse McClain with MSBT Law, and David Leroy. The Executive Session concluded at 11:20 a.m. with no decision being called for in open session.

JANUARY 2024 TERM
CALDWELL, IDAHO JANUARY 8, 2024

No meetings were held today.

APPROVED CLAIMS

- The Board has approved claims 601939 to 601976 in the amount of \$88,884.61

JANUARY 2024 TERM
CALDWELL, IDAHO JANUARY 9, 2024

APPROVED CLAIMS

- The Board has approved claims 601977 to 601995 in the amount of \$25,118.07
- The Board has approved claims 601902 to 601937 in the amount of \$154,920.51

APPROVE EMPLOYEE STATUS CHANGE FORMS

The Board approved the following employee status change forms:

- Sean Jorgensen, Deputy Public Defender I
- Dalia Alhajjar, Engineering Supervisor
- Ryan Regis, Deputy Sheriff, Inmate Control - Remove CERT Pay
- Laura Dennison, Deputy Sheriff, Inmate Control

APPROVED CATERING PERMITS

- The Board approved an Idaho Liquor Catering Permit for Raising Our Bar to be used 1/19/24 and 1/20/24; Legends Sports Pub & Grill to be used 2/11/24; Capital City Event Center to be used 1/27/24; and O'Michael's Pub & Grill to be used 1/20/24.

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

The Board met today at 9:30 a.m. with county attorneys for a legal staff update and to consider an action item. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Chief Deputy P.A. Carl Ericson, Deputy P.A. Zach Wesley, Facilities Director Rick Britton, HR Director Kate Rice, HR Risk and Safety Business Partner Howard Slack, COO Greg Rast and Deputy Clerk Jenen Ross. The action item was considered as follows:

Consider Animal Shelter Roof Replacement Project Agreement: Mr. Ericson spoke about a couple typos he noticed in the agreement this morning and the revisions they made to correct those. Director Britton explained that this contract is to replace the flat roof on the animal shelter; it is not part of the canvas roof currently being replaced. Replacement of the roof has been included in the animal shelter budget and due to the contract being under the \$50,000 threshold bids were not required. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the animal shelter roof replacement project agreement (see agreement no. 24-004).

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

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

Commissioner Van Beek made a motion to go into Executive Session at 9:35 a.m. pursuant to Idaho Code, Section 74-206(1) (d), (f) and (i) regarding records exempt from public disclosure, to communicate with legal counsel regarding pending/imminently likely litigation and to communicate with risk manager regarding pending/imminently likely claims. The motion was seconded by Commissioner Brooks. Commissioner Holton took a roll call vote where he along with Commissioners Van Beek and Brooks voted in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, Chief Deputy P.A. Carl Ericson, Deputy P.A. Zach Wesley, Facilities Director Rick Britton, HR Director Kate Rice, HR Risk and Safety Business Partner Howard Slack and COO Greg Rast. The Executive Session concluded at 9:59 a.m. with no decision being called for in open session.

Commissioner Holton noted that the executive session will be continued to 2:30 p.m. today.

The meeting concluded at 9:59 a.m. and an audio recording of the open portion of the meeting is on file in the Commissioners' Office.

MEETING TO CONSIDER ACTION ITEMS

The Board met today at 10:31 a.m. to consider action items. Present were: Commissioners Leslie Van Beek and Zach Brooks, Assistant Director of DSD Jay Gibbons, DSD Office Manager Jennifer Almeida and Deputy Clerk Jenen Ross.

Ms. Almeida provided a background on each case and the reasons for refunds. Detailed reasons and information about each case is on file with this day's minutes.

Consider a resolution to issue a refund to Viktor Onofrechuck for an unnecessary administrative land division application: Upon the motion of Commissioner Brooks and second by Commissioner Van

Beek the Board voted unanimously to issue a refund of \$330 to Viktor Onofrechuck (resolution no. 24-005).

Consider a resolution to issue a refund to DeBest Plumbing, Inc. for an incorrectly accepted mechanical permit application: Upon the motion of Commissioner Brooks and second by Commissioner Van Beek the Board voted unanimously to issue a refund of \$319.76 to DeBest Plumbing (resolution no. 24-006).

Consider a resolution to issue a refund to Lakeshore Land Holdings, LLC for an unnecessary sign permit application, case no. SG2023-0002: Upon the motion of Commissioner Brooks and second by Commissioner Van Beek the Board voted unanimously to issue a refund of \$600 to Lakeshore Land Holdings LLC (resolution no. 24-007).

Consider a resolution to issue a refund to Freedom Forever for nine (9) withdrawn building permit applications: Upon the motion of Commissioner Brooks and second by Commissioner Van Beek the Board voted unanimously to issue a refund of \$5050.80 to Freedom Forever (resolution no. 24-008).

The meeting concluded at 10:39 a.m. and an audio recording is on file in the Commissioners' Office.

PUBLIC HEARING TO CONSIDER A REQUEST BY JEFF VANWINKLE FOR APPROVAL OF A SHORT PLAT FOR VANWINKLE SUBDIVISION, CASE NO. SD2022-0046

The Board met today at 1:30 p.m. to consider a request by Jeff VanWinkle for approval of a short plat for VanWinkle Subdivision, Case No. SD2022-0046. Present were: Commissioners Brad Holton, Zach Brooks, and Leslie Van Beek, Principal Planner Dan Lister, Assistant Director of DSD Jay Gibbons, Jeff VanWinkle, other interested persons, and Deputy Clerk Monica Reeves. Commissioner Van Beek disclosed that in November of 2022 Mr. VanWinkle contacted her with concerns about the timelines on the application and she forwarded that information to DSD who worked with him on resolving those issues. The Board decided to forgo the testimony guidelines since the applicant is the only person who has signed up to testify.

Principal Planner Dan Lister gave the oral staff report. The development consists of two residential lots and is located at 7388 Desert Wolf Lane. Both lots will be served by individual well and septic systems and access will be from an existing private road. Domestic wells will irrigate up to half-acre feet, and drainage will be maintained by each property owner. The engineer found this to meet the requirements. The property is located within the City of Star Impact Area and the city has waived all city requirements because it is rural and is not required to have city improvements. When the rezone was approved the property was in the Middleton impact area, but when they applied for the subdivision it was in Star's impact area. There is no water rights so they will utilize a domestic well. The private road currently serves six dwellings, and per the private road code it has to meet fire district standards for access and must be constructed to the minimum

requirements for less than 100 average daily trips. Staff found the road to be inconsistent with the County code for private roads that serve less than 100 average daily trips. It was determined that a condition would require the road to meet construction standards prior to the signing of the final plat. On January 18, 2023, the Hearing Examiner recommended approval subject to four conditions. Construction of the road has to be completed prior to the final plat signing and evidence would be a letter from the Star Fire District stating it meets their access requirements, and certification from an engineer that the road was constructed to minimum standards. The rest of the conditions have to do with sign off from other agencies, and ensuring the notes on the plat address the runoff and the domestic well. According to Planner Lister, Condition 1.a has not been met; staff has not received a letter from the fire district nor do they have certification that the private road meets County standards. The final plat is not ready to be signed because the conditions have not been met. Following his review, Mr. Lister responded to questions from the Board about the floodplain, hillside development, planning for xeriscape, use of a well, the private road and the highway district's road approach as well as the irrigation plan.

Jeff VanWinkle testified that the mylar has been updated and has been signed by the City of Star, Southwest District Health, and Canyon Highway District. The Star Fire Department has approved the road and they sent a letter to Stephanie Hailey in the Development Services Department. He has been trying to get this done since April of 2021. His neighbor did the same thing through an administrative split in less than nine months, but Mr. VanWinkle's property was treated differently. As houses have been built from Blessinger Road to his property line, the road has been brought up to County standards as part of the certificate of occupancy. Everything east of his property has been widened and approved by the County. He hired an excavator but none of his neighbors wanted to share in the cost so he had to pay for the road widening to 22 feet, which is two feet more than the County requires. The road was built to the higher standard with nine inches of compacted pit run and was covered with a road mix as requested by the Star Fire Department. He has photos of the road, but he does not have the engineering report. According to Mr. VanWinkle, engineering companies are backed up; one of the 13-month delays was waiting for the engineering when he switched from a land split to a plat. He wants to proceed with the split and said the County can hold the certificate of occupancy on the new house while they wait for the engineering report. He paid \$16,000 to bring the road to fire department standards and he started this process hoping he could split two acres off the end of his property to pay off his mortgage but now he has a second mortgage to pay for the cost of this process which is in excess of \$30,000. He reached out to Commissioner Van Beek at one point but she said it would be inappropriate for her to get involved and she referred him to the P&Z Commission. Mr. VanWinkle spoke about the staff turnover in DSD and how he never knows which staffer has his case, it's been a long and frustrating process. He does not yet have the County Treasurer's signature on the plat but hopes to have it by the end of the week.

Following Mr. VanWinkle's testimony, the Board has follow-up questions for staff and for the applicant. Planner Lister said the code requires certification by an engineer, especially if it's over 150 feet. There are a lot of lots divided by land division but the subdivision code does not apply to those land divisions so there are timing mechanisms for the road to be built at the time of certificate of occupancy, but for a plat signature any construction related to the plat has be

completed before signature of the plat. Mr. VanWinkle said it's not clear to him why the neighbors were allowed to do a land division but he had to go through the plat process that is difficult and expensive. Planner Lister said the property has been split into more than four properties from the original parcel and once a lot goes beyond the four divisions it has to meet platting requirements. There was further discussion regarding the road requirements. Commissioner Holton asked if the applicant would be amenable to the County trying to get an engineer to look at the road. Mr. VanWinkle said it depends on the cost; if it's another \$30,000 in engineering he cannot afford that. He was told by HMM Engineering the cost for certification would be \$3,500 to certify the road. Planner Lister said he can check with the County's consulting firms, BA Engineers and Keller Associates, to see if they have availability and find out what the cost would be. Mr. VanWinkle had no objection to that. Commissioner Holton made a motion to continue the hearing for Case No. SD2022-0046 to January 17, 2024 at 10:00 a.m. for the purpose of having information on the cost and availability of engineering firms so the Board can have that as part of the information before deliberating. The motion was seconded by Commissioner Van Beek and carried unanimously. The hearing concluded at 2:19 p.m. An audio recording is on file in the Commissioners' Office.

CONTINUATION OF 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

Commissioner Van Beek made a motion to go into Executive Session at 2:31 p.m. pursuant to Idaho Code, Section 74-206(1) (d), (f), and (i) to discuss records exempt from public disclosure, communicate with legal counsel regarding pending/imminently likely litigation, and to communicate with the County's risk manager regarding pending/imminently likely claims. (*Continued from earlier this morning.*) The motion was seconded by Commissioner Brooks. A roll call vote was taken on the motion with Commissioners Holton, Van Beek, and Brooks voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, Chief Civil Deputy PA Carl Ericson, Deputy PA Zach Wesley, Director of Constituent Services Rick Hogaboam, and Chief Operating Officer Greg Rast. The Executive Session concluded at 3:14 p.m. with no decision being called for in open session.

DISCUSSION AND POSSIBLE ACTION REGARDING STATUS OF TENANT IN PROPERTY LOCATED AT 1224 ALBANY STREET, CALDWELL, IDAHO

The Board met today at 3:30 p.m. for discussion and possible action item regarding the status of the tenant living at the property located at 1224 Albany Street, Caldwell, ID. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Chief Deputy P.A. Carl Ericson, Facilities Director Rick Britton, COO Greg Rast and Deputy Clerk Jenen Ross. A copy of the previous rental agreement has been forwarded to the Board and Director Britton is in possession of a \$1400 check which is the deposit and prorated amount from when the renter moved in recently. Director Britton would like to have full possession of the house by May 1st and following discussion it was

agreed that the renter will be given 3 months to find other living arrangements. Director Britton (with help from a Spanish speaking member of his staff) will have a face-to-face conversation about this with the renter with a follow-up letter reiterating the information. The county will deposit the \$1400 check as “rent” for the next few months.

The meeting concluded at 3:36 p.m. and an audio recording is on file in the Commissioners’ Office.

JANUARY 2024 TERM
CALDWELL, IDAHO JANUARY 10, 2024

There were no meetings scheduled today.

APPROVED CLAIM

- The Board has approved claim 601966 in the amount of \$1,979.26

APPROVED JANUARY 12, 2024 PAYROLL

- The Board approved the January 12, 2024 payroll in the amount of \$2,419,796.07

APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- BOE in the amount of \$7,713.00 for the Information Technology Department (PO #5971)
- ACCO in the amount of \$7,783.00 for the Facilities Department (PO #5925)

JANUARY 2024 TERM
CALDWELL, IDAHO JANUARY 11, 2024

APPROVED CLAIM

- The Board has approved the December jury claim in the amount of \$2,385.51

APPROVED PURCHASE ORDER

The Board approved the following purchase order:

- Hart Intercivic, Inc., in the amount of \$3,595.00 for the Elections Office (PO #5942)

APPROVED EMPLOYEE STATUS CHANGE FORMS

The Board approved employee status change forms for:

- Ashley Erickson, Clerk II
- Masie Hancock, Clerk II

MEETING WITH COUNTY ATTORNEYS FOR A LEGAL STAFF UPDATE

The Board met today at 9:35 a.m. with county attorneys for a legal staff update. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Chief Deputy P.A. Carl Ericson, Deputy P.A. Oscar Klaas (left at 9:43 a.m.), Deputy P.A. Zach Wesley, COO Greg Rast, Director of Constituent Services Rick Hogaboam (arrived at 9:49 a.m.) and Deputy Clerk Jenen Ross.

Mr. Rast explained that Sgt. Bingham in the Sheriff's Office would like to have the towing ordinance updated as they are starting to enforce it. He explained that he forwarded Article 19 of the current ordinance and the proposed new language to legal for their review. Ideally, rates need to be included and reviewed on an annual bases similar to the State thru ISP. Mr. Klaas said legal has not yet had a chance to review the documents but based on this initial conversation believes that rates would be established thru a resolution. Legal will review the information that has been sent to them and provide information to the Board at a later meeting.

Zach Wesley spoke about the fiduciary liability policy for the Health Plan Trust. There is now an option to renew with the a \$1M limit at \$7200 per year which is twice the amount of coverage for only a \$2500 difference from what is currently being paid. The Board is supportive of moving forward with this increased coverage.

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

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

Commissioner Van Beek made a motion to go into Executive Session at 9:45 a.m. pursuant to Idaho Code, Section 74-206(1) (d) and (f) regarding records exempt from public disclosure and to communicate with legal counsel regarding pending/imminently likely litigation. The motion was seconded by Commissioner Brooks. Commissioner Holton took a roll call vote where he along with Commissioners Van Beek and Brooks voted in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, Chief Deputy P.A. Carl Ericson, Deputy P.A. Zach Wesley, COO Greg Rast and Director of Constituent Services Rick Hogaboam (arrived at 9:49 a.m.). The Executive Session concluded at 9:55 a.m. with no decision being called for in open session.

The meeting concluded at 9:56 a.m. and an audio recording is on file in the Commissioners' Office.

CONSIDER FINAL PLAT FOR LAKE SHORE NO. 4, CASE NO. SD2023-0021

The Board met today at 10:30 a.m. to consider the final plat for Lake Shore No. 4, case no. SD2023-0021. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Engineering Coordinator Stephanie Hailey, Director of Constituent Services Rick Hogaboam, COO Greg Rast, Rep for Lake Shore No. 4 and Deputy Clerk Jenen Ross.

Ms. Hailey provided the staff report stating that the development is zoned C2 – Service Commercial. There are 3 commercial lots, 1 private road lot, well irrigation and shared well and septic. The preliminary plat for Lake Shore no. 4 was approved by the Board of County Commissioners on April 15th 2021 subject to 7 conditions of approval. County engineering reviewed and approved the final plat and construction drawings, participated in a post construction site visit and compiled evidence for condition compliance. The county surveyor reviewed and signed the final plat. The final plat is in compliance with CCZO 7-17-13 and staff recommends that the Board of County Commissioners sign the final for Lake Shore No. 4. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the final plat for Lake Shore No. 4, case no. SD2023-0021. The meeting concluded at 10:33 a.m. and an audio recording is on file in the Commissioners’ Office.

MEETING WITH ELECTIONS OFFICE STAFF TO DISCUSS PURCHASE OF ADDITIONAL VOTING EQUIPMENT

The Board met today at 10:46 a.m. for a meeting with the Election Office to discuss the purchase of additional voting equipment, with a potential action item to consider signing purchase orders to Hart Intercivic, Inc., (Hart) for additional voting equipment. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Elections Office Manager Haley Hicks, Elections Operations Supervisor Brandi Long, Indigent Services Director Yvonne Baker, Controller Zach Wagoner, Director of Constituent Services Rick Hogaboam, COO Greg Rast, JoDee Arnold, other interested citizens, and Deputy Clerk Monica Reeves. Commissioner Holton opened the meeting and said the Board doesn’t believe it has specific information on the purchase amount nor do they know the parameters that surround it and they are looking forward to being educated about that. Additionally, they questions about the Microsoft update since we are still running on Windows 7 and there is no security for it. Haley Hicks said they are waiting to hear when Hart will be here so they can begin the process of updating the machines to Windows 10.

Regarding the \$75,000 in HAVA (Help America Vote Act) funds, Ms. Hicks said she sent the quote and what they planned to do with the funding to the state and the finance director for the Secretary of State’s Office sent a response that said based on the proposed narrative for software upgrades and equipment, the Elections Office is approved to move forward with the purchases, and once the County pays the invoices they will issue a reimbursement up to the awarded amount. Commissioner Van Beek asked if it is a reimbursement or matching funds? Ms. Hicks said as long as we do a purchase that matches the amount they are reimbursing, that’s the first step, and once we show proof of purchase the state will send the reimbursement of the matching funds. Commissioner Van Beek asked if this is an annual allotment or a onetime qualifier of \$75,000? Controller Wagoner said HAVA dollars originate at the federal level so it will depend on what the

federal government allots and how they allot it. In this case they have allotted it to the state and the state has some control over how those monies are spent, and equipment would be a qualifying purchase. Commissioner Van Beek asked if there is more than \$75,000 available given that we have not applied for funding in previous years? Controller Wagoner said the County has received HAVA funds in prior years. Commissioner Brooks said the letter sent to the Board by the Elections Office states the amount is \$70,766, but references are now being made about \$75,000. Ms. Hicks confirmed the amount is \$70,766. The total cost for the upgrade is \$46,614, which includes batteries for the tablets, an additional workstation, and the upgrade. Controller Wagoner said the elections budget includes a lump sum of \$300,000 for the upgrade and investment in equipment, and Hart is waiting on approval of the \$46,614 amount. Ms. Hicks said Hart is waiting to get their schedules in place where they can send someone to do the update. They have the purchase order that was approved by a Board majority on December 4, 2023 in the amount of \$46,614. Commissioner Van Beek said she has not seen the purchase order but it looks like the hardware, and the software came through on a different purchase order. Commissioner Brooks questioned whether the new equipment will come upgraded? Ms. Hicks said the new equipment will come with the current Windows 10 and software 2.7. Commissioner Van Beek had questions regarding the unique identifier. Ms. Hicks said they are researching every aspect of the unique identifiers because they want to make sure they are not compromising the constitutional right to a secret ballot. She met with a representative from Hart who said all of the machines, even those on 2.3, can implement the unique identifier in two ways. The unique identifier would be within the QR code on the duo ballots and the barcode that's on the absentee ballots. Ms. Hicks spoke of how it changes their process and said if they implement unique identifiers she would ask to purchase at least two printers from Hart that can handle the capacity and have the speed necessary to be successful in doing their own absentees when they are not meeting the threshold of K&H. It will allow them to connect directly to the Verity count machine and would directly print from that and it would help her feel secure that they would not have any ballots that couldn't be read because of transferring a PDF to a different printer and possibly losing margins or something to that extent. A potential liability would be when they are filling absentees. They will pull the data from the computer and place the ballot into the envelope for each voter and they would be aware of the unique identifier when putting it into that envelope and that's why the best solution would be to have the unique identifiers within the barcode so no one is aware of what that unique identifier would be on that ballot. She said citizens may be concerned when they see staff connecting the unique identifier ballot to the envelope. If it's within the barcode and QR code then it's not human readable right there when staff is putting it together; there is no way to make that connection and violate the constitutional right. Commissioner Van Beek said when the L&A test was performed she assumed her constitutional rights would be protected and her voting was exposed. There is vulnerability, nothing is failproof. She asked if there is any capacity to convert the current system with Ada County's system? Ms. Hicks said there is, and the difference is Canyon County has the ballot marking devices and they went that route because of how many improperly marked ballots they would get back at the end of the night to do resolution. They met with Ada County prior to purchasing the Hart system with the duo marking devices and what Ada County found is that because of improperly marking the ballots it kicks it out and they have to spoil the ballot, print and issue a new ballot and ask the voter to fill it out correctly. They found a backlog on their precinct scanners and that's why Canyon County went with the duo ballot marking device. Further

discussion ensued. In November they had 124 different ballot styles and there were several that were unique. Commissioner Holton said Canyon County has 22 more political subdivisions than Ada County has and we have perhaps the most complicated election in the state of Idaho just because of the numbers and the possibilities. Commissioner Brooks asked if there is room to store the new equipment, if the Board purchases it? Ms. Hicks said space will be tight but they have a plan in place to store the equipment until they have a new building. Commissioner Van Beek asked if they are using HAVA funds to purchase the software upgrade. Ms. Hicks said they are purchasing the equipment and the HAVA funds will be reimbursed toward the equipment. Commissioner Van Beek asked if the software purchase qualifies for HAVA funds? Ms. Hicks said it was included in the plan for the upgrade and purchase of equipment to better serve the voters and assist with wait times. Controller Wagoner said the County budgeted \$300,000 of County resources for this investment, and the \$71,000 in HAVA funding would be on top of that and we would end up being \$7,000 short. If approved, at some point during the fiscal year we will need to open and adjust the budget for the receipt of the unscheduled federal monies. At the moment there is only \$300,000 of spending authority for the upgrade and the equipment. It was presented to the state as a package deal for the upgrade and equipment and the state approved the \$71,000 of HAVA monies. Commissioner Van Beek said she is in favor of the software upgrade, but will have to ponder the equipment purchase. Ms. Hicks said the quote they received for the new equipment was done earlier last year, and they have increased their prices but they are willing to honor the prices and not increase the price on each machine. They also gave an additional \$20,000 discount to be as close to our budget as possible and they were hoping to have an answer by mid-December, but she doesn't know how much longer they can hold the old pricing or offer the discount. Commissioner Van Beek had questions regarding the life cycle of the equipment, and Ms. Hicks said she will speak with Hart and get back to the Board. Controller Wagoner said the equipment is an investment to improve the voter experience which is why they are requesting the purchase. COO Rast said he doesn't want to be in a situation where the industry is for Windows 11 and we have Windows 10 with no support or updates. Ms. Hicks said they have indicated they prefer to stay one Windows version behind and so it doesn't sound like Windows 11 is on their agenda for the near future. Today, the Board signed a purchase order for Hart Intercivic in the amount of \$3,595 for the purchase of power cords, power supply devices, and printer toner cartridges (PO #5942). The meeting concluded at 11:19 a.m. An audio recording is on file in the Commissioners' Office.

MEETING TO CONSIDER ACTION ITEMS

The Board met today at 11:27 a.m. to consider action items. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Deputy P.A. Zach Wesley, Parks Director Nicki Schwend, Director of Constituent Services Rick Hogaboam, COO Greg Rast and Deputy Clerk Jenen Ross.

Director Schwend explained that these organizations applied for and were approved funding last year. These are standard agreements that outline budgets, completion timeframe, and liability. Ms. Schwend provided a brief review of each of the projects and the grant amounts.

Consider Historic Preservation Support Award agreement with Melba Valley Historical Society; and Consider Historic Preservation Support Award agreement with Historical Society of Middleton; and Consider Historic Preservation Support Award agreement with Notus Historical Society and Museum: Commissioner Brooks made a motion to approve the agreement with Melba Valley Historical Society for \$7960 (agreement no. 24-005), Historical Society of Middleton for \$5000 (agreement no. 24-006) and Notus Historical Society and Museum for \$6000 (agreement no.24-007). The motion was seconded by Commissioner Van Beek and carried unanimously.

Consider resolution reappointing Dr. Justin Vance and Bruce Poe to the Historic Preservation Commission: Director Schwend explained both these gentleman have been serving for several years and would like to continue serving. She recommends both of these reappointments. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the resolution reappointing Dr. Justin Vance and Bruce Poe to the Historic Preservation Commission (resolution no. 24-009).

Further discussion ensued regarding department personnel matters.

The meeting concluded at 11:35 a.m. and an audio recording is on file in the Commissioners' Office.

ACTION ITEM: CONSIDER CASUALTY LOSS APPLICATION FOR DEREK AND JOANN FONG

The Board met today at 2:05 p.m. to consider a casualty loss application for Derek and Joann Fong. Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, Chief Deputy Treasurer Jennifer Watters, Deputy Treasurer Tonya May, and Deputy Clerk Monica Reeves. The Board reviewed the application. The home was 80% destroyed on August 11, 2023 due to fire so they are asking for casualty loss on the percentage of 60.82% which amounted to \$182,700. The breakdown of cancellation of taxes due to hardship for individual taxing districts is \$1,256.25. Upon the motion of Commissioner Van Beek and the second by Commissioner Brooks, the Board voted unanimously to sign the casualty loss application for the Fongs, PIN 37576121 0. The amount of cancellation is \$1,256.25. The meeting concluded at 2:07 p.m. An audio recording is on file in the Commissioners' Office.

JANUARY 2024 TERM

CALDWELL, IDAHO JANUARY 12, 2024

There were no meetings scheduled today.

APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- Kirk Auto Co., in the amount of \$191,600.00 for the Fleet Department (PO #5948)
- Canyon County Sheriff's Office in the amount of \$18,000.00 (PO # 5885)

APPROVED PURCHASE ORDER

The Board approved the following purchase order:

- High Focus, LLC, in the amount of \$25,000 for the Emergency Management Office (PO #5886)

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

The Board met today at 9:32 a.m. with county attorneys for a legal staff update and to consider action items. Present were: Commissioners Leslie Van Beek and Brad Holton, Commissioner Zach Brooks (arrived at 9:35 a.m.), Chief Deputy P.A. Carl Ericson, Deputy P.A. Oscar Klaas, Deputy P.A. Alex Klempel (left at 9:44 a.m.), Chief Deputy Sheriff Doug Hart (left at 10:01 a.m.), EOM Christine Wendelsdorf (left at 9:38 a.m.), Sr. Administrative Specialist Amanda Hedrick (left at 9:38 a.m.), Facilities Director Rick Britton, Coroner Jennifer Crawford (left at 9:46 a.m.), Director of Constituent Services Rick Hogaboam, COO Greg Rast, Larry Olmstead and Deputy Clerk Jenen Ross. The action items were considered as follows:

Consider a Resolution Designating Surplus Personal Property with Nominal Value and Authorizing the Donation of CCSO Equipment to Idaho Probation and Parole: Resolution no. 24-010.

Consider a Resolution Designating Surplus Personal Property with Nominal Value and Authorizing the Donation of CCSO Equipment to State of Idaho Security Team: Resolution no. 24-011.

Consider a Resolution Designating Surplus Personal Property with Nominal Value and Authorizing the Destruction of CCSO Equipment (XTS 1500 Radios): Resolution no. 24-013.

Consider a Resolution Designating Surplus Personal Property with Nominal Value and Authorizing the Destruction of CCSO Equipment (XTL 2500 Radios): Resolution no. 24-014.

Consider a Resolution Designating Surplus Personal Property with Nominal Value and Authorizing the Destruction of CCSO Equipment (XTS 2500 Radios): resolution no. 24-012.

Ms. Wendelsdorf explained that the equipment set for destruction are no longer supported technology and unusable. Idaho Probation and Parole will be receiving 5 portable radios as they work county agencies serving warrants and other assisting in other incidents. They are having some challenges communicating with officers while in the field so Ms. Wendelsdorf would like to do this as a temporary measure until their radios are able to be programed properly. 30 radios will be donated to the State of Idaho Capital Security Team, since they don't utilize the same type of encryption these radios are something they'll be able to use into the future even with the changing technology. Commissioner Van Beek made a motion to designate surplus personal property with

nominal value and authorizing the donation to Idaho Probation and Parole, the second donation authorizing 30 radios to the State of Idaho with the included serial numbers, and the destruction of property with serial numbers as presented by the Emergency Operations Manager. The motion was seconded by Commissioner Brooks and carried unanimously.

Consider Memorandum of Agreement with Idaho State Police for Forensic Services for Suspected Overdoses: Coroner Crawford explained that ISP has received a grant for a pilot program for toxicology. Currently their testing only provides a positive or negative result for a type of drug then it takes another 3 weeks to determine the amount of a drug in a persons' system. ISP has asked for assistance from Canyon County in providing samples to test. The county will continue using the private lab for testing, then share results with ISP to confirm effectiveness and efficiency. Eventually when ISP is more familiar with their program Coroner Crawford would like to completely switch over for toxicology testing and pay less than currently being paid to the private lab. Agreement no. 24-009.

Consider Memorandum of Agreement with Idaho State Police for Forensic Services for Mass Disaster Victim Identification: DNA/forensic services in case of a mass disaster in an effort to identify unknown persons. An unofficial agreement has been in place for many years, this MOA simply memorializes the cooperate effort. Agreement no. 24-010.

Commissioner Van Beek made a motion to sign the memorandum of understanding ISP 24-084 and ISP 24-085 regarding DNA analysis and the toxicology grant between Canyon County and the State of Idaho, amended to Idaho State Police. The motion and the amendment were seconded by Commissioner Brooks and carried unanimously.

Consider a Resolution Classifying Records of the Canyon County Prosecuting Attorney's Office and Authorizing the Destruction of Certain Criminal Case Files/Records; and Consider a Resolution Classifying Records of the Canyon County Prosecuting Attorney's Office and Authorizing the Destruction of Certain Juvenile Case Files/Records: This is for paper record destruction; digital files will still be maintained. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to approve resolutions for destruction for certain criminal case files/records (resolution no. 24-016) and certain juvenile casefiles/records (see resolution no. 24-015).

Consider Signing Construction Manager/General Contractor Agreement with Okland Construction for the Canyon County Sheriff's Office Building Project: Director Britton said this has been a collaborative effort between Facilities, CCSO and legal with Okland Construction. Construction manager rates came in well at 3.75 which Director Britton is very happy about although he said the GMP (guaranteed maximum price) will come in once the design is complete and it goes out for bid. Legal has reviewed the agreement and are satisfied with the contract. Director Britton and Mr. Klaas addressed several questions posed by Commissioner Van Beek regarding the owners' designated rep, clauses in the contract and liquidated damages. Commissioner Van Beek made a motion to sign the construction manager/general contractor agreement with Okland Construction

for the Canyon County Sheriff's Office Building project and to sign the general conditions of the contract for construction, AIA document A133-2019 and AIA document A202-2017 as presented. The motion was seconded by Commissioner Brooks and carried unanimously (see agreement no. 24-008).

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

PUBLIC HEARING: REQUEST BY TODD LAKEY FOR A ZONING ORDINANCE TEXT AMENDMENT TO ADD A DEFINITION FOR "MACHINE SHOP" AND TO ADD "MACHINE SHOP" TO ZONING USE REGULATIONS, CASE NO. OR2022-0003

The Board met today at 1:30 p.m. for a scheduled hearing in the matter of a request by Todd Lakey for a zoning ordinance text amendment to add a definition for "Machine Shop" and to add "Machine Shop" to zoning use regulations, Case No. OR2022-0003. Present were: Commissioners Brad Holton, Zach Brooks, and Leslie Van Beek, DSD Director Sabrina Minshall, Principal Planner Debbie Root, Engineering Supervisor Dalia Alnajjar, DSD Assistant Director Jay Gibbons, Deputy PA Zach Wesley, Todd Lakey, Donna Sullivan, Joseph Sullivan, Tim O'Donnell, Truda Moles, David Whitehead, Randy Rieken, Claudia Haynes, Connie Aebischer, Sherry Jetton, Kim Yanecko, Josh Setton, George Crookham, Keri Smith, and other interested citizens, as well as Deputy Clerk Monica Reeves. Prior to the start of the hearing, Commissioner Holton had a conversation with Todd Lakey and said the Board looked at how the application went through the P&Z Commission and the additional information that has been added since that hearing and he wants the case to go back to the P&Z Commission so it can be vetted more thoroughly. Todd Lakey said he visited with his client and they recognize this is a legislative process and that it can sometimes take some working back and forth. He believes the P&Z Commission was desirous to work on it to a large degree, but they wanted some direction from the Board. Mr. Lakey said he is happy to have it vetted by P&Z Commission and see what comes back. Commissioner Van Beek said she has a lot of questions and wants to keep it broad. Commissioner Brooks said page 161 of the staff report contains a paragraph from Todd Lakey that says the previous proposal was simply to allow the use by a conditional use permit. This needs to be small and confined, not broad as the initial language was. This is an important topic that needs vetted and he believes it should be sent back to the P&Z Commission with the direction that we keep it well defined so it cannot grow outside of the scope for the County that we would prefer it not to grow. Commissioner Holton said a machine shop has many connotations and we need to narrow that down especially if we are considering a full legislative consideration of what this might mean for the County. He looks forward to the work planning and zoning could do and vet that publicly and then bring it back to the Board. Commissioner Van Beek had follow-up comments regarding the information the P&Z Commission did not see. Mr. Lakey said they will try to keep this at the appropriate zoning text level and not look at a site-specific issue, but apply the experience and knowledge that they have. He also said he is always very careful to keep Senator Lakey and Attorney Lake separate. He is just here today as an attorney. The Board did not open the public hearing. The meeting concluded at 1:40 p.m. An audio recording is on file in the Commissioners' Office.

JANUARY 2024 TERM

CALDWELL, IDAHO JANUARY 17, 2024

PUBLIC HEARING TO CONSIDER A REQUEST BY JEFF VANWINKLE FOR APPROVAL OF A SHORT PLAT FOR VANWINKLE SUBDIVISION, CASE NO. SD2022-0046

The Board met today at 10:00 a.m. to consider a request by Jeff VanWinkle for approval of a short plat for VanWinkle Subdivision, Case No. SD2022-0046. Present were: Commissioners Brad Holton and Leslie Van Beek, Jeff VanWinkle, Principal Planner Dan Lister, DSD Director Sabrina Minshall, Planning Supervisor Carl Anderson, Principal Planner Hether Hill, and Deputy Clerk Monica Reeves. Today's hearing was continued from January 9, 2024 where the Board requested information on the cost and availability of engineering firms to complete a road certification.

Principal Planner Lister said staff reached out to two consulting engineers to inquire about a cost and time estimate and they received estimates, the best one was from Keller for a cost of \$400 to be completed within the same week, but Mr. VanWinkle advised that his engineer would perform the work. A letter from the Star Fire District was submitted regarding the final plat review, and in looking at their letter of July 12, 2023 it says it can be served but when it comes to access it says it has to be maintained per the IFC code and it goes into their review with conditions and talks about how 760 feet of the road needs to be approved; fire apparatus access road shall have an unobstructed width of no less than 20 feet with an unobstructed vertical clearance of not less than 13 feet, 6 inches; and it talks about drivable surface and the private road sign. Planner Lister said it does not sound like an approval but rather some conditions they want the applicant to deal with. He has not received certification for the road and so it looks like Condition No. 1a of the FCO's regarding the private road needing fire district approval and certification is still pending.

Jeff VanWinkle said he has the engineering report which was emailed to Planner Lister this morning. He chose not to utilize the County's engineer because he was financially obligated to use his own engineer who said the report would be completed by the morning of January 17. He said the road meets the criteria in the fire district's letter and it complies with the County's criteria as well.

It is the Board's preference to continue the hearing to allow time for staff to review the report received this morning. Upon the motion of Commissioner Van Beek and the second by Holton, the Board voted unanimously to continue Case No. SD2022-0046 for the short plat for VanWinkle Subdivision to January 25, 2024 at 4:00 p.m. Mr. VanWinkle will check with Planner Lister the first of next week to discuss obtaining the County Treasurer's signature on the final plat. The hearing concluded at 10:11 a.m. An audio recording is on file in the Commissioners' Office.

CANYON COUNTY TRANSFER STATION PRESENTATION BY TIMBER CREEK RECYCLING AND PROPOSED FEE INCREASE RECOMMENDED BY THE SOLID WASTE ADVISORY COMMITTEE (SWAC)

The Board met today at 1:31 p.m. for a Canyon County transfer station presentation by Timber Creek Recycling and proposed fee increase recommended by the Solid Waste Advisory Committee (SWAC). Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Chief Deputy P.A. Carl Ericson, Controller Zach Wagoner, Landfill Director David Loper, Landfill Administrative Supervisor Debbie Jenks, Mike Murgoitio and Caleb Lakey with Timber Creek Recycling, Director of Constituent Services Rick Hogaboam, COO Greg Rast, SWAC Board members Tom Points, Mark Christiansen, Hubert Osborne, Ashley Newbrey and other interested citizens and Deputy Clerk Jenen Ross. Mr. Lakey gave PowerPoint presentation which covered the following topics:

- Purpose: Seeking approval from the Board to a part of the Canyon County Waste System
- Background of the company
- Core Focus
 - Purpose/Cause/Passion
 - Mission statement
- Current products
 - Mulch
 - Animal feed
 - Compost
 - Cattle bedding
 - Recycled Asphalt (RAP)
 - Soil/gravel
- Equipment
- Custom services throughout the region
 - Trucking
 - Grinding
 - Crushing
 - Turning
 - Screening
 - Demolition
- Vicinity map
- Site map
- Transfer station layout
- Project status
 - Site is open and already receiving material
 - Aerate Static Pile (ASP) pads nearly complete and planned to be operational late January 2024
 - Transfer Station to be operational by late summer 2024
- Site Benefits
 - Centrally located in the county; property already acquired
 - Minimal impact to neighbors
 - Potential for a rail spur

- Recycling on site prior to landfilling
- Community benefits
 - private transfer stations
 - Typically assume more financial and operational risks, protecting community from unexpected liabilities
 - Can be more flexible with whom they partner, leading to more opportunity
 - Can be more motivated to maintain the competitive edge, leading to increased innovation
 - Can construct for less (est. \$3M construction cost) and can be open sooner (planned for late summer 2024)
 - Pay taxes
 - Private Transfer Stations companioned with Recycling Centers
 - Encourage sustainable practices by searching for best solutions to waste management
 - Extend the lifespan of public landfills
 - Are not hindered by geopolitical boundaries for all recyclable materials, potentially resulting in increased revenue to the county
 - Encourage economic development through reuse
 - Are designed to focus on cycle times and a high level of customer service
 - In the end, Timber Creek Recycling is brand driven!
- Example of Innovation
 - Timber Creek was the first to offer several new recycled products to Treasure Valley in last 7 years and more to come...
 - Concrete with rebar
 - Sheetrock
 - Biosolid compost
 - Commercial food waste
 - Packaged food waste
- Efficiency
- Recycling services to be offered
 - Currently approved: wood/tree/yard green waste, construction wood waste, residential food waste, commercial/industrial food waste, concrete (with and without rebar), asphalt, sheetrock and biosolids
 - To be offered w/transfer station: cardboard/white paper, metal/wire, plastics, glass, appliances, roofing shingles, packaged food waste, reuse items (ex: bikes)
- Acceptable food waste (packaged and raw)
 - Vegetables/fruit
 - Meat/cheese/dairy
 - Compostable utensils/plates/cups
- Acceptable household hazardous waste

- Non-alkaline batteries, fluorescent bulbs, CFL bulbs, gasoline, oil, varnish, electronics, TVs, monitors, vehicle batteries, herbicides, pesticides, paint
- Prohibited waste
 - Radioactive items, explosives, ammunition, biomedical waste loose sharps, prescription medications
 - Timber Creek would work with the county/cities to facilitate special collection events
- Planned rate structure
 - Commercial
 - Wholesale
 - Retail
- Retail rate ranges

Following the presentation, Mr. Points offered his comments on behalf of the SWAC and based on a similar presentation they were recently given. Discussion ensued regarding pricing based on volume, concrete recycling, biosolid waste handling, rail shipping, first right of refusal if Timber Creek were ever to sell, geopolitical boundaries and where the revenue comes from, control of outside MSW ending up in the Canyon County landfill and tire disposal.

Director Loper believes that the intent of the SWAC was for the BOCC to receive today's presentation and to move forward with the private transfer station concept. He also spoke about the benefits he feels this concept will bring to the community.

Timber Creek will provide a sample contract for legal review within the next 2-3 weeks and Mr. Ericson noted that there could be another 2-3 weeks of negotiations following that. Once these steps are completed a meeting will be planned for Board review and consideration.

The Board went off the record from 2:39 p.m. to 2:48 p.m.

Following the break, the Board went back on the record to discuss the proposed fee increase recommended by the SWAC.

Director Loper reviewed the following:

- **October 1, 2024 Fee Schedule Increase and New Fee Justification**
 - General: MSW first rate increase in 25 years; approximately 25% increase in total revenue; decrease in reserve accounts on previous 2 financial statements; cost of operations; minimal increase to residential user.
- **Current fee schedule vs. FY25 draft proposed fee schedule**
 - 25% increase in total revenue equates to approximately \$1.7million in increased revenue for FY25.
 - Increases to tipping fees
 - Eliminate out-of-county fee structure

- o Discussion regarding educating the public regarding out-of-county waste and the MOU with Owyhee County for acceptance of their waste.
- o Increase to number of tires and gallons of paint and oil/gas that will be accepted per load
- o Increase to hard to handle fees

Director Loper addressed Commissioner Van Beek’s questions comparing the old fee schedule to revised language in the proposed fee schedule. He noted that the draft document is the working copy in which they’ve tried to move things around, break out some categories and clarify some areas. Commissioner Holton feels that the *Gate Late Fee* and the *Credit Card Convenience Fee* both need to be higher; he doesn’t want to overcharge but also doesn’t want to undercharge. The revised fee schedule has been presented to the SWAC and industry representatives and it was voted to move it forward to the Board. Mr. Points provided his comments and notes from the SWAC meeting where this was presented. The Board is supportive of these changes. A secondary meeting will be held with the Board to finalize changes, once all the final details are worked thru a notice will be published and a public hearing will be held with an intended effective date of October 1, 2024. A copy of all presentation materials is on file with this day’s minutes.

The meeting concluded at 3:22 p.m. An audio recording is on file in the Commissioners’ Office.

ACTION ITEM: CONSIDER SIGNING EXPERT WITNESS RETENTION CONTRACT; AND EXECUTIVE SESSION PURSUANT TO IDAHO CODE, SECTION 74-206(1)(B) AND (D)

The Board met today at 3:25 p.m. to consider signing an expert witness retention contract for services related to a homicide case. Present were: Commissioners Brad Holton, Zach Brooks, and Leslie Van Beek, COO Greg Rast, Chief Public Defender Aaron Bazzoli, and Deputy Clerk Monica Reeves. Chief Public Defender Bazzoli said based upon the nature of the contract and the terms and the fact that it might cost more than \$5,000, he wants the Board’s permission to sign the contact if necessary. If the case does not go to trial it’s not anticipated to be in excess of \$5,000. Upon the motion of Commissioner Holton and the second by Commissioner Van Beek, the Board voted unanimously to have Aaron Bazzoli sign the contract and the Board acknowledges it is giving its approval and understands the financial implications. A request was made to go into Executive Session as follows:

EXECUTIVE SESSION – PERSONNEL MATTER, RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Commissioner Van Beek made a motion to go into Executive Session at 3:28 p.m. pursuant to Idaho Code, Section 74-206(1) (b) and (d) to discuss a personnel matter and records exempt from public disclosure. The motion was seconded by Commissioner Brooks. A roll call vote was taken on the motion with Commissioners Holton, Van Beek, and Brooks voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Brad Holton, Zach Brooks, and Leslie Van Beek, COO Greg

Rast, and Chief Public Defender Aaron Bazzoli. The Executive Session concluded at 3:42 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.

COO WORKSHOP WITH CONSTITUENT SERVICES – GENERAL DISCUSSION AND DIRECTION

The Board met today at 3:47 p.m. for a COO workshop with Constituent Services for general discussion and direction. Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, COO Greg Rast, Director of Constituent Services Rick Hogaboam, Communications Specialist Chad Thompson, and Deputy Clerk Monica Reeves. Commissioner Holton asked Director Hogaboam to speak with DSD Director Minshall about a recent letter from a citizen regarding an upcoming land use case and their request to have their letter read at the hearing. The case in question is not currently scheduled to be heard by the Board and so Commissioner Holton wants to develop a generic response to citizens when their communication is received, and also to discuss how we can make sure citizens know where and how to submit comments for public hearings.

Report by Constituent Services Department

Recap of 2023 social media and website report - Statistics and Overview

- Facebook stats
 - 1,806 new followers
 - 7,306 total followers
 - 365 posts
 - Audience consists of 71.1% women/28.9% men
- Nextdoor stats
- Will share posts on Instagram

Social Media Overview

- Objective and Strategy: The primary objective on Facebook and Nextdoor is to enhance Canyon County's visibility, engage our community, and drive traffic to our website.
 - The strategy involves a mix of content marketing, community engagement, and targeted messaging focused on keeping our audience educated, informed, and engaged with different departments and programs with the hope of building trust through transparency.

Content Calendar

Educate, Inform, and Engage

- Connect with our audience: Consider our mission and our community's interests when choosing which holidays and observances to highlight.
- Be creative: Don't just post generic messages and greetings. Use the posts as inspiration for creating engaging content, such as polls, trivia, contests, or behind-the-scenes glimpses into our organization.
- Focus on diversity and inclusion: Include content that represents different cultures and backgrounds.
- Plan ahead: Create a content calendar well in advance so we can have time to create high-quality content.
- Use relevant hashtags: Hashtags can help expand our reach and connect with like-minded people.
- Be consistent: Post regularly throughout the year to keep our audience engaged.

Website Report: Includes views, top pages, city, device, and browser

2C Communications

- There was discussion about the efforts to get more communication to the public.
- Goal: Establish a quarterly newsletter; potential to offer an email subscription
- Create infographics on how ARPA has been spent
- Budget book
- Information on capital projects
- Budget process
- Cookies with Commissioners open house
 - Meet monthly
 - Travel to different cities for evening meetings at libraries, other meeting halls
 - Commissioner Van Beek said the City of Nampa wants a partnership with Canyon County on how to expand the network to help each other. We should be ahead of the marketing on the Sheriff's administration building and include information on that, and also on the use of opioid settlement funds and ARPA funds. This will be discussed further at a later workshop.
- Yearlong process to recreating the website. The existing website platform will remain as-is with minor tweaks and changes

Report by Chief Operating Officer (COO)

- Installation of panic buttons
- Five-year property tax report is ready to go live
- Press release with the Treasurer and Assessor
- Working with PA's Office regarding custodian of legal records/public record requests.
 - Will probably be shifted to the Constituent Services Department.
- Engaged with Facilities regarding their on-call pay.

- HR will meet with BOCC and COO Rast will go through calculations on how that money comes to be with the understanding if approved it won't happen until October 1, FY2025. It will not happen this fiscal year.
- RFQ on auditing services is on hold for now.
- Performance reviews for Directors
 - COO Rast will present the Directors' goals to the Board and at the end of the year he will prepare a writeup for the Board's consideration on the goals.
- Upcoming budget process
 - Wants to start discussions in February.
 - Discussion on how to have public engagement and disseminating information for the public.

A copy of the report is on file with this day's minute entry. The meeting concluded at 4:48 p.m. An audio recording is on file in the Commissioners' Office.

JANUARY 2024 TERM
CALDWELL, IDAHO JANUARY 18, 2024

APPROVED CLAIMS

- The Board has approved claims 602229 to 602268 in the amount of \$56,776.37
- The Board has approved claims 602269 to 602308 in the amount \$1,487,920.79

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

The Board met today at 9:34 a.m. with county attorneys for a legal staff update and to consider an action item. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Chief Deputy P.A. Carl Ericson, Deputy P.A. Zach Wesley, Deputy P.A. Alex Klempel (left at 9:36 a.m.), Director of indigent Services Yvonne Baker (left at 9:36 a.m.), Case Managers Kellie George and Jenn Odom (left at 9:36 a.m.), COO Greg Rast and Deputy Clerk Jenen Ross. The action item was considered as follows:

Consider Signing Resolution Appointing Community Volunteer, Eva Gohr, to the Canyon County Board of Community Guardians: Director Baker said that Ms. Gohr is an existing Board member and this resolution is a reappointment. Upon the motion of Commissioner Brooks and second by Commissioner Van Beek the Board voted unanimously to sign the resolution appointing community volunteer, Eva Gohr, to the Canyon County Board of Community Guardians (resolution no. 24-017).

A brief discussion was had regarding the custodian of record for PRRs – Mr. Rast and Mr. Hogaboam will work thru some of the details with legal to be brought before the Board at a later time.

The meeting concluded at 9:38 a.m. and an audio recording is on file in the Commissioners' Office.

CONSIDER FINAL PLAT FOR RHETT'S ACRES, SD2023-0018

The Board met today at 10:30 a.m. to consider the final plat for Rhett's Acres, case no. SD2023-0018. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Engineering Coordinator Stephanie Hailey, DSD Director Sabrina Minshall, TJ Wellard with Skinner Land Survey, COO Greg Rast, Director of Constituent Services Rick Hogaboam, Other DSD staff members and Deputy Clerk Jenen Ross.

Ms. Hailey gave the staff report stating that the development is zoned RR, rural residential, with an average residential lot size of 2.158 acres. There are 10 residential lots, one private road lot, surface irrigation, individual wells and septic. The preliminary plat was approved on August 23, 2023 and subject to 8 conditions of approval. County engineering has reviewed and approved the final plat and construction drawings, participated in a post construction site visit and compiled evidence for condition compliance. The county surveyor has reviewed and signed the final plat. The final plat is in compliance with CCZO 07-17-13. Staff is recommending that the Board of County Commissioners sign the final plat for Rhett's Acres. Commissioner Brooks made a motion to approve and allow the Chair to sign the final plat for Rhett's Acres, case no. SD2023-0018. The motion was seconded by Commissioner Van Beek and carried unanimously. The meeting concluded at 10:32 a.m. and an audio recording is on file in the Commissioners' Office.

CONSIDER A RESOLUTION TO ADOPT CHANGES TO THE JOB TITLE OF TWO POSITIONS AND THE JOB TITLE AND SALARY GRADE OF ONE POSITION IN IT

The Board met today at 10:48 a.m. to consider a resolution to adopt changes to the job title of two positions and the job title and salary grade of one position in IT. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, IT Director Steve Higgins, Assistant IT Director Eric Jensen, HR Director Kate Rice, HR Business Partner Jennifer Allen and Deputy Clerk Jenen Ross.

Ms. Allen and Mr. Rast noted for the record that there is no salary impact with this change, it is just title changes, no salary grade changes.

Director Higgins said that the development branch of the IT team maintains over 150 applications and the skill set required has changed. The Application Support Analyst position (which they are moving away from) is more of an administrative type function and the Programmer Analyst positions (which they are moving to) actually codes, builds and supports those applications. Director Higgins provided a brief overview of the job function of a Programmer Analyst position. This change will also more closely align with industry standards and streamlining of classifications. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted

unanimously to approve the changes to the job title of 3 positions in Information Technology from one Application Support Analyst to a Programmer Analyst, no salary impact; another Application Support Analyst II to a Programmer Analyst II, no salary impact; and an Application Support Analyst I to a Programmer Analyst I with no salary impact as presented. The motion was seconded by Commissioner Brooks and carried unanimously (resolution no. 24-018).

The meeting concluded at 10:54 a.m. and an audio recording is on file in the Commissioners' Office.

PUBLIC HEARING – REQUEST BY MARTIN MAESTREJUAN FOR A CONDITIONAL REZONE FROM AN “A” (AGRICULTURAL) ZONE TO A “CR-R” (CONDITIONAL REZONE - RURAL RESIDENTIAL) ZONE, AND A PRELIMINARY PLAT AND IRRIGATION PLAN FOR FLYING ARROW LANDING SUBDIVISION, CASE NO. CR2023-0006/SD2023-0009

The Board met today at 1:31 p.m. to conduct a public hearing in the matter of a request by Martin Maestrejuan for a conditional rezone of approximately 27.17 acres from an “A” (Agricultural, 40-acre minimum lot size) zone to a “CR-R-R” (Conditional Rezone - Rural Residential) zone. The request includes a development agreement. The request also includes a preliminary plat and irrigation plan for Flying Arrow Landing Subdivision, consisting of 12 residential lots and 1 private road lot. The subject property is located at 18257 Batt Corner Rd, also referenced as Parcel R37244011. Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, Principal Planner Dan Lister, Planning Supervisor Carl Anderson, Martin Maestrejuan, Jake Telford, L. Kurt Smith, Todd Lakey, Sarah Maestrejuan, TJ Wellard, Becky Temple, Alan Mills, Matt Lauder, Robert Richner, Rowe Sanderson, Connie Aebischer, Gail Delihant, David Delihant, George Crookham, Paul Kloster, Keri Smith, other interested citizens, and Deputy Clerk Monica Reeves. Commissioner Van Beek said she was part of previous Board that looked at this case under a different comprehensive plan.

Principal Planner Dan Lister gave the oral staff report for Case No. CR2023-0006 and Case No. SD2023-0009 separately. Regarding the rezone, the parcel was created through a conditional use permit and was purchased by the applicant in 2014 and in 2016 a house was constructed. An application came before the Board in 2021 for a comprehensive plan amendment based on the 2020 comprehensive plan, a conditional rezone, and a plat request. The application was denied by the P&Z Commission and the Board of Commissioners. This is a brand-new application but for same type of development. The 2030 comprehensive plan shows the area as rural residential, and the designation provides for rural transition areas to create a boundary between agricultural and urban areas. The property is within the City of Homedale Impact Area although the City has no real designations for this location, they rely on the County's maps and decisions.

The area is predominately zoned agricultural with associated dwellings and accessory structures and uses, and a lot of large agricultural properties surround this property. The average lot size is 24.31 acres. Between 2013 and 2021 there have been seven rezones in this location, four of which were conditional rezones and included buffers and building envelopes. Within a one-mile radius

there are 7 platted subdivisions with a total of 48 lots; there is residential and commercial designations approximately 2,500 feet away from the subject property. The character changes south of Ustick Road where residential and commercial designations are supported closer to Highway 95. The surrounding properties in the area are prime farmland consisting of class 3 soils. The majority of the properties in the area appear to be agricultural in use. Future development will require individual wells and septic systems since there are no city services for sewer. The property is adjacent to Homedale's city well, but the City has said they do not want to use it for this type of development, they would rather have it for commercial industrial. They have waived the requirements for that use and other subdivision requirements other than sidewalks. The property has approx. 22 acres of water rights, and has frontage along Boehner Road and Batt Corner Road. A private road was approved. Golden Gate Highway District finds the development, as conditioned, will not adversely affect the traffic patterns at Batt Corner Road or Boehner Road. Any mitigation measures and conditions will be addressed at the time of platting. Wilder Fire District said their response time is 8-10 minutes and they will review the access at time of the plat. The potential impacts: This is designated as rural residential, a transition area between agricultural and the urban areas. We do not have a code for that type of rural residential transition so the code that's in place is the rural residential we've had for a long time that was originally slated for areas that are going to be residential so it doesn't include buffering and things of that manner which are talked about in our guidance of the comprehensive plan and the actions after to develop that code. We do not have enough there to identify what is a transition area and what kind of things we need to make it a transition area. The applicant proposed conditions and CC&R's they would apply to the division to try to maintain the agricultural character, and staff added a few more: no secondary dwellings that would reduce the amount of traffic that could be generated; a one-acre building envelope on each lot located toward the frontage of the property so the back can remain open to allow for a buffer all the way around except for one of the lots that is already built on, and to be able to be developed in a way to create a buffer and an area that's guaranteed to be used for some type of agricultural use. If approved, the applicant requests the building envelopes be 1 ½ acre, not 1 acre. Planner Lister reviewed the draft development agreement conditions. The P&Z Commission was concerned about CC&R's because a lot of them are not upheld and are sometimes removed, so some of the conditions that are to protect agriculture sometimes go away. If there are a number of those we can put into the development agreement they feel it could be locked in, but at the same time we have to talk about enforceability. Staff received a number of comments from the public, 5 letters in support and 7 letters in opposition. Following his report, Mr. Lister responded to questions from the Board. The previous application came in under the 2020 comprehensive plan where the property was located outside of the residential land use designation; it was in the ag designation so they had to do a comprehensive plan amendment, rezone, and platting. The new 2030 comprehensive plan came up with the transitional area which is called rural residential, and with that there is the definition allowing this transitional area for residential use between agriculture and urban to provide that buffer, and so that is the major change in our land use map is that new designation and the area shown for that designation which this lies within so it does not need a comp plan amendment. Planner Lister said staff did not receive any comments from Homedale and all the information staff received is the

water study the applicant did with the City and their conversations through their application where the City said they would rather provide the service to a higher use, like a commercial industrial use, and so if that is the case the City should update their area of city impact agreement and talk to DSD about aligning that, but until then they have no designation in that location and they rely on the County for those designations. CC&R's - goes against county policy due to enforcement issues. On November 2, 2023, the Planning and Zoning Commission recommended the Board of County Commissioners deny Case Nos. CR2023-0006 and SD2023-0009, and they signed Findings of Fact, Conclusions of law, and Orders (FCOs) on November 16, 2023. They found this to be premature; is too far away from Ustick Road where there is evidence of residential commercial growth; the area is still agricultural and the request is inconsistent with the surrounding area. Staff provided FCO's based on the recommendation of denial. Regarding the preliminary plat for Flying Arrowing Landing Subdivision: The development consists of 12 lots with 1 road lot. Lot 5 includes a 20-foot wide access easement for Parcels R37244 per an agreement between the developer and the neighbor. The size of the easement does not meet County requirements for residential ingress/egress so it will be an agricultural access only. The average lot size will be 2 acres, water by individual wells and septic systems. The City of Homedale defers to Canyon County. The property has water rights through Wilder Irrigation District, and the preliminary plat identifies the pressurized irrigation line that would service all lots. The plat shows a new pump station and irrigation piping for the adjacent neighbor. Storm drainage swales are located on Lots 4 & 12. Staff recommended a number of conditions, and the engineer found it to be consistent with the subdivision ordinance. The P&Z Commission found the conditional rezone to be inconsistent with our requirements and therefore recommended denial which automatically denies the plat. The Board had follow-up questions. Planner Lister informed the Board that he received an email from Gail Delihant this morning requesting additional time to testify as she is representing 39 property owners who signed the petition in opposition. The Board will decide on this request later in the hearing.

The following people testified in favor of the request:

Todd Lakey asked if the Board would allow the submission of late exhibits: a letter from DEQ regarding water sampling, and a map of the sampling sites; an updated letter from Wilder Fire Department; and information regarding the opposition pertaining to a map of location, addresses and acreage. Following comments from the Board and Mr. Lakey, the packet of information was allowed into the record and was identified as Exhibit #14.

Mr. Lakey believes the P&Z Commission took an overzealous perspective to denying this rural residential use request, and they ignored the comprehensive plan designation and the fact that the property is in the Homedale area of impact, and that this small project is consistent with the character of the area. Mr. Maestrejuan lives on the property and when he applied for a similar project a couple of years ago it included a comp plan amendment because it was not designated for residential use and was outside the impact area. The Board denied the request and when describing what the applicant could do to gain approval, they said to demonstrate how the application complies with the comprehensive plan; it clearly complies with the comprehensive plan now. The area of impact was expanded and the comprehensive plan designation was

changed so it complies. The project will consist of 12 lots, 2 acres in size with nice custom homes and there will be CC&Rs that will ensure quality and prohibit future splits. There will not be any significant impact, there is a strong stable aquifer, and traffic will be minimal. The character of the area has changed because of the designations and expansion of the area of impact and there are other existing similar lot sizes and subdivisions in the area. Contrary to some of the opposition's assertions, he did not say the City of Homedale supported the application, the City has no objection or concerns. Mr. Maestrejuan met with the City and had his engineer perform an update on the water modeling and noted there is a city well south of the property. The applicant has also conducted an NP study to demonstrate these lots will support individual well and septic. The City preferred to retain their well capacity for higher density residential and/or industrial/commercial when it gets there. It conforms with the comprehensive plan and map for the City of Homedale and Canyon County because they take the County's comprehensive plan and map and apply them in this area. There is existing R-R zoning to the south and conditional R-R zoning to the north. There are agricultural uses occurring in the area but it's also clear the area is transitioning to more rural residential-type use. Based on the change in the comprehensive plan this R-R zoning is more appropriate than requiring Mr. Maestrejuan to keep farming this 27-acre parcel with moderately suited sloped soils in an impact area that is designated for residential. The purpose of the area has been designated for residential growth, this is not about agricultural preservation in the future, it's in an impact area where growth is supposed to occur. Mr. Lakey said the opposition proposes that all growth needs to be on city services, that's code for essentially no rural residential growth and we know rural acreage lots do not pencil with all the city services, cities don't really want them, they don't fit in the area. It's appropriate to have acreage custom home subdivisions in the County and this is the area it's supposed to happen in. Under the comprehensive plan rural residential is supposed to be a transition to agriculture and that is clearly what this is and where this is. He referenced a letter of support from the DeRuyter Family who farms in the area. Following his testimony, Mr. Lakey responded to questions from the Board.

Jake Telford supports the request. He is a cow horse trainer who lives in the area and spoke about the demand for horse properties. The project offers a balance that's missing in the County and a 12-lot subdivision where people can raise a family, horses, and co-exist with the farming operations is something we need.

Alan Mills testified that out of 10 impact areas in Canyon County only 4 have the designation of R-R: Nampa, Parma, Notus, Wilder, Greenleaf and Melba have none as well as most of the rest of the County. We're at a point where we are either going to say everybody's going to live in the city or you will have a large farming operation, and there is no place for the hobby farmer. It's not balanced, but this project would balance that somewhat. He spoke of his personal experience with living on an acreage and the benefits hobby farmers bring by growing their own food and contributing to the economic business in Canyon County. There is high demand for this type of acreage and virtually no supply.

Kurt Smith, the project engineer, testified irrigation water rights are available and each lot will be served by a pressure irrigation pump station. The wells will be for household use only. There is a water quality issue in the area with arsenic and nitrates in the area water. He reviewed the letter

from DEQ on this topic. The standard of care is to inform well owners that there is arsenic and nitrates in the area and recommend they get tests once the wells have been drilled. Arsenic and nitrates are different than other contaminants, they become part of the water and as they travel through the aquifer the filtration that occurs doesn't filter them out. When individual wells test for high levels the owners can provide a water softener system or a reverse osmosis system which will significantly reduce concentrations in the drinking water. Mr. Smith reviewed the letter from the Wilder Rural Fire District which states the developer needs to follow the international fire code and the County codes for subdivision and road widths and appropriate turnarounds. The roads within the development need to be complete and approved prior to construction. The applicant's proposal meets fire code. In a previous letter the fire marshal had recommended secondary access but it was not required. The applicant is complying with the international fire code and County codes. The City of Homedale asked the applicant to include curb and gutter on the roads which the applicant has done and as a result the right-of-way can be narrowed. Following his testimony, Mr. Smith and staff responded to questions from the Board.

TJ Wellard gave testimony regarding traffic and building envelopes. This is a small project and it does not warrant a traffic study. The owner is asking for a 1.5 acre building envelope, rather than 1 acre, to allow for the setbacks that are already in place. This property is naturally separated from adjacent properties via the drain ditch to the south and the field to the west.

Robert Richner has lived at Batt Corner Road for several years and he testified about the need for a project of this type.

Rowe Sanderson testified there is a huge demand for rural acreage lots of this size.

Martin Maestrejuan testified that he lives on the subject property and his application was denied in 2022 and he is here again based on the new comprehensive plan and he has met the recommendations on what he could do to gain approval. We do not have a code definition for transitional but we do have a definition for rural residential. The project is compatible with the area and it is possible to coexist with farming operations. He received a letter of support from the DeRuyter Family, a larger farming operation in the area. He testified about the subdivisions and home sites in the area and said it is not his obligation to provide the state of Idaho farm land. This is a better opportunity for people to enjoy rural lots. The easement agreement on Lot #5 is a 20-foot easement agreement with his neighbor to the west, and he will put in a new pump station for the neighbor so he can continue farming. He wants to be a good neighbor and continue living on the property. He paid the City of Homedale's engineer to do the well engineer study based on public safety and said if there was a way to connect to city water and have it work for everybody he would do it. City water is 1,600 feet away from his property. A water study was done and it said the subdivision would handle water pressures if there was a fire and the City of Homedale waived that requirement because they would rather save water pressures for future growth within the city limits. He plans to put custom homes on the property. Following his testimony, Mr. Maestrejuan responded to questions from the Board.

The following people testified in opposition to the request:

Connie Aebischer testified she used to work as a planner for DSD 10 years ago and she is shocked by the growth in the area. The comprehensive plan is not saying this area is designated as R-R right now, it's saying in the future we see it being rural residential. She reviewed the drone footage noting it's all agriculture and the Board should go with what the P&Z Commission recommended because it's not yet time for this type of development. The FCO's discuss a crossing agreement as if it's been done, but the letter from Boise Project states it must be made and there isn't anything that says you need to comply with this so it needs to say you need to comply and make a crossing agreement. Commissioner Holton said Ms. Aebischer asserted that rural residential is a "not yet" and he asked her to direct him within the comprehensive plan where the delineation of "not yet" is. If it is a criterion, he would like to know what the guidance of "not yet" is. Ms. Aebischer said the comprehensive plan says in the future we see this area will be zoned rural residential, but at the moment it is still zoned as agriculture and so to do anything other than that we have to go through a process and at this point it's agriculture with large farms, it's not smaller lots.

Gail Delihant works for Western Growers Association which is an agricultural association and they have members in Idaho, California, Arizona, Colorado and New Mexico who grow fresh produce, and she is here today to offer testimony as a citizen who lives in Wilder. She requested a few more minutes for testimony since she has two proxies from people who could not attend the hearing, and she represents 39 people in the neighborhood who are opposed to the rezone. The Board allowed Ms. Delihant to have six minutes to provide testimony. When her well was drilled two years ago there were not any nitrates in the water and very minimal arsenic. Recently her well was tested and they are over the MCL for arsenic, and the MCL for nitrates is almost at 10. She has researched the hydrology and geology of the groundwater in the area and she agrees with the engineer that there is a lot of arsenic in the area and it is naturally occurring. As you pump more groundwater you will stir up the aquifer. 12 more wells will stir up the ground even more which is why she suggests new developments need to connect to city services. A continual drawdown without a lot of groundwater recharge will cause problems. She is not against development, but she does oppose this development in the middle of active farming operations. She is aware of lawsuits filed against the Board over a feedlot in Wilder, and she supports agriculture and she does not want to see it go away. Canyon County and this area of Idaho is the #1 seed producing area in the west and we have to have seeds to grow food. Seed production is going to China and she doesn't want those seeds coming back from China to grow here. Septic systems leach nitrates and bacteria and the sandy soil does not filter it out. People do not realize they need to test their water or have water filtration systems installed. She asked the Board to deny the project until we see more of these rural developments start from Highway 95 and going north. It is irresponsible to have septic systems and wells plunked in everywhere. There are very strict EPA standards for farming with pesticides applications, and there are dust and smells associated with farming and farmers get sued when they don't comply.

Dave Delihant testified that the previous P&Z Commission and the current P&Z Commission, even after the revised 2030 comprehensive plan, and a previous Board denied this project and that should speak volumes for whether it's time for this project. The Homedale schools are impacted significantly so if we are trying to get more residences that is not a good option. The applicant's

representative stated that the City of Homedale supports the request, however, there is nothing in writing that they do support it. We have an affordability crisis, not a housing shortage. In Canyon County there are 665 active listings today ranging from \$215,000 to \$2.8 million, a significant number of those are rural properties. The average days on market are 93 and climbing with 624 pending sales, so the market is pretty balanced right now. 28% of the households in Idaho do not own a home. He is opposed to irresponsible growth and although the revised plan may indicate the applicant can put something on the property, does that mean it's time for it. There are people considering if this request is approved they will ask for approvals on their properties as well. The project will bring traffic issues, congestion and more interference with agriculture. He said the process is not working and the voice of the people is being squelched.

Paul Kloster testified about his concerns with water supply and water quality and contaminates in the area.

Rebuttal testimony was offered by Todd Lakey. This is about balance and saying everything has to be urban and on city services is not balanced. You designate areas of impact, and land uses for rural residential to promote that balance to allow this type of rural residential development in appropriate locations and the County has decided this is an appropriate location and it's in an area of impact where it's supposed to occur. This land has been determined to be appropriate for rural residential zoning. We are not talking about an area that should be maintained long-term in agriculture. We are not talking about a piece of property that is taking seed out of production, we are in an area that's planned for growth and the County strives for a land use balance. The focus of this most recent impact area is to allow that balance to happen and then you can preserve the more viable prime farm ground in the County. The opposition has an extreme view and they talk about everything needing to be on city services, but it's hypocritical for someone to say I have my acreage and I can live with the issues in the area, but nobody else can live in that area and handle those same issues. Mr. Lakey said the nitrates are not an issue; the applicants have done the scientific analysis and the nutrient pathogen study and it supports the use of individual well and septic. Arsenic really isn't an issue as was noted in the letter from DEQ, it's geologically and naturally occurring and people have been living with it for a long time. DEQ is asking for voluntary samples, but they are not shutting anything down or taking steps to control that. The City of Homedale's comprehensive plan supports the application, and they prefer to preserve their well for commercial and industrial use. 11 lots will not bring significant impacts to traffic, and the highway district was clear about that. He spoke of other rural residential zoning in the area. This is appropriate for transition and it is appropriate for development now. The area has a strong aquifer and residential use typically uses less water than agriculture. Following his rebuttal testimony, Mr. Lakey responded to questions from the Board.

Commissioner Holton asked staff for their interpretation of "not yet". Planner Lister said the comprehensive plan is a 10-year land use plan and was supposed to be used as a tool to guide growth into these locations subject to meeting goals and policies for that growth. There are times where this abuts the edge of that designation where it does touch agriculture and there are concerns about what that transition would look like as it abuts that and we go back to the guidance that says here are the provisions we should think about and actions we need to take. We are

guided by the current County code for rural residential. There are industrial uses that were denied off of Lower Pleasant Ridge Road (by Simplot), where this is on the cusp of industrial and agricultural where there wasn't enough there to enforce some type of transition to where it was not time yet. This is on the tiptop of the designation, there is nothing below it really pushing it to this location. Do we have enough conditions to demonstrate there is enough buffer? Staff went to an approval recommendation because we are bound by the Canyon County Code and all we have right now is the rural residential designation and what is required for that. We do have guidance and that's why we have a finding asking if it's in general conformance with that. The rest goes back to the code and what we are required to look at and staff at the time looked at the conditions being requested plus the code we have in place now, and were able to make findings to recommend approval. The P&Z Commission went with the understanding of *future*, being it's not time yet. They found it's still agriculture, let it grow naturally from the south to the north. There was follow-up discussion regarding the relevance of exhibits for conditional rezone cases that demonstrated buffering and building envelopes, and preservation of ag. ground.

The Board accepted Exhibit #14 into the record. Upon the motion of Commissioner Brooks and the second by Commissioner Van Beek, the Board voted unanimously to close public testimony.

Commissioner Brooks said he supports the FCO's that were recommended to the P&Z Commission, and he thinks the P&Z Commission got it wrong. He cannot make a finding on "not yet". The prior 2020 comprehensive plan was so bad that a 2030 plan was jammed down the County's throat. The 2020 comp plan does not allow for this, but the 2030 plan does. The subsequent actions that should follow the acceptance of the 2030 comp plan that have not been taken has left the Board in the precarious position of just looking at the transition area and nothing else to go with it. He believes the application meets all 8 criteria. He agrees to the 1.5-acre building envelope and he would even agree to getting rid of it because the homeowner should be able to put their house where they want. If this was a much larger lot perhaps we could look at the envelope. Regarding timing, he has watched what the cities of Nampa, Meridian, Star and Middleton have done to some of the best prime agricultural ground around Hwy 20-26 by putting houses 1 per ¼ acre. If we don't want high density this is the kind of development we should be arguing for. He is in favor of the no secondary dwelling as it would satisfy the concerns about having a building envelope.

Commissioner Van Beek reviewed the criteria. No. 1 with the ag grounds heavily involved in identifying areas of transition, agricultural, rural residential, so this is a positive finding and it meets the criteria. If you have an agricultural use she would rather see this than industrial or high-density residential. The commitment from the applicant that it would be custom homes is better than tract homes that do not offer a lot of variety. It is compatible if you want to encourage hobby farms. The DeRuyters are big agriculturists and they submitted a letter stating the project would not adversely affect their operation. There is a proposal to provide pressurized irrigation, and legal access exists. She understands the arguments on both sides but in the absence of saying it's not time, there is an argument for the timing of it. She does not need a building envelope on a 2-acre parcel particularly if you have to plan for septic issues on a sloped area. It is not feasible to put a rural subdivision on city services, and industrial and commercial belongs on Highway 95 and the

reason that area is problematic is because there were no conditions put on some of those manufacturing facilities. In the absence of a more developed comprehensive plan with overlays that talks about that this Board is left with some quandary and so applying what we know to be a transition area in agriculture - this appears to fit.

Commissioner Holton said he is greatly frustrated because the 2030 comprehensive plan has felt like a club coming into the County and now when you have a transition area that they intentionally chose not to put around quite a few communities incorporated cities in the County, now we have an application that fits right into that. To the south is a continuation of small lots that have already been divided off and they go right up to this property line so he doesn't know what we're waiting for. He's frustrated that the 2023 comp plan is being used as a club in other areas of the County because of the "not yet", or because of going into areas that are claimed to be ag. that he finds very interesting. He heard in public testimony and it's supported in the maps in the record that there have been small land divisions right up to this property point. He has a bit of an issue is putting 11 more wells on property that's 2,600 feet away from a municipal well. If there is not enough water in the area that a municipal well does not want to connect to a development, then do we have enough water? That bothers him because he is not aware of many municipalities that would turn down that kind of request.

Planner Lister answered questions regarding whether the City of Homedale has capacity. He said the City was not interested in the developer connecting to it, they would rather use it for a higher density use such as a commercial industrial use. He does not know if there was a proposal to connect and the applicant said no they didn't want to connect, but it sounds like based on the applicant's letter of intent the City found it to be okay as-is and didn't have any additional comments. The applicant did not receive any concerns or opposition from the City of Homedale.

There was discussion regarding a community well versus individual wells. Commissioner Holton said for health and safety reasons he favors one penetration into the earth's crust to 11 penetrations due to the risks of cross contamination. We are in a rural residential transition area and that is part of the game to play where you might have the ability to grab a water utility from a municipality because it is the transition area. It frustrates him that the City of Homedale did not comment, but in this specific area he is not concerned specifically about the volume available in the aquifer in this area. He is not aware of any well issues in this area. Commissioner Van Beek said this is very different than an area identified with known issues such as in south Nampa. Commissioner Brooks does not want to force the applicant to connect to a water system that the City did not offer or request that they connect to. Commissioner Holton said if it all goes south in a future year he wanted this on the record, so when the City of Homedale complains about wells penetrated within a half mile of their well casing the record will show the Board considered this and the City chose not to participate. Commissioner Van Beek said the evidence in the record shows that Homedale chose not to provide comments. Commissioner Brooks is fine with the FCO's staff presented to the P&Z Commission, with the exception of the building envelope. Planner Lister said since this is a change from the P&Z Commission's recommendation of denial, it will require another public hearing to consider the approval and the new conditions. Commissioner Van Beek made a motion to approve Case No. CR2023-0006 and SD2023-0009 based on the

findings of fact and conclusions of law provided in Exhibit 8 by staff with the conditions of approval and eliminating item 2b in the conditions of approval. Commissioner Brooks asked staff for the difference between Exhibit 8 and Exhibit 12. Planner Lister said the draft that was provided to the Board is a denial and so those FCO's, including conditions, are what was denied by the P&Z Commission. The motion was seconded by Commissioner Brooks. Commissioner Van Beek asked about including language for custom homes, but Commissioner Holton was not in favor that. There was discussion between the Board and Planner Lister about whether to keep Condition No. 2d regarding upholding the CC&Rs that were presented by the applicant. Staff will review which conditions are enforceable. The motion carried unanimously. Upon the motion of Commissioner Van Beek and the seconded by Commissioner Brooks the Board voted unanimously to approve the FCO's for Exhibit 9 on the preliminary plat for Case No. SD2023-0009. The motion carried unanimously. Staff will bring back the revised FCOs and conditions. A second hearing is required. The hearing concluded at 4:17 p.m. An audio recording is on file in the Commissioners' Office.

SPECIAL MEETING: DISCUSS EARLY ELECTION VOTING LOCATION, O'CONNOR FIELD HOUSE

The Board met today at 4:34 p.m. for a special meeting to discuss early election voting location, O'Connor Field House. Present were: Commissioners Leslie Van Beek and Zach Brooks, Controller Zach Wagoner, Elections Operations Supervisor Brandi Long, Elections Specialist Robin Sneegas, Director of Constituent Services Rick Hogaboam, COO Greg Rast and Deputy Clerk Jenen Ross.

Ms. Long spoke about how 2024 will be a big election year with the Presidential election in November and the May primary which are both anticipated to have large turnouts. The Elections office has been looking for quite some time for early voting locations and a spreadsheet was provided of locations that have been contacted and notes associated (a copy of this document is on file with this day's minutes). The Nampa Cultural Center has been secured for May, August and November early voting but Elections staff are looking for a location in the Caldwell area to serve the more western portion of the county. At this point The O'Connor Field House is the best option but the rental fee would be approximately \$14,000; it has only been used once before, in 2020, and at that time due to the pandemic they were not allowed to charge a rental fee.

Discussion ensued regarding use of The Center. It was previously understood by the Elections office that this was not an option due to loss of revenue. Mr. Rast has contacted Director Sinner and will have some additional information tomorrow but this may still be a location option. Additionally, Election staff will be meeting with the Elk's Lodge Caldwell tomorrow and are hopeful this will be a suitable location.

The O'Connor Field House needs an answer by tomorrow or they will move forward in renting the facility to other organizations on their waitlist.

Commissioners Van Beek and Brooks would like to continue this meeting to tomorrow in order to get answers regarding use of The Center and the Elk's Lodge Caldwell and to allow Commissioner Holton to weigh-in. Commissioner Van Beek made a motion to continue this meeting to tomorrow,

January 19th at 2:00 p.m. The motion was seconded by Commissioner Brooks and carried unanimously.

The meeting concluded at 5:02 p.m. and an audio recording is on file in the Commissioners' Office.

JANUARY 2024 TERM
CALDWELL, IDAHO JANUARY 19, 2024

APPROVED CLAIMS

- The Board has approved claims 602031 to 602042 in the amount of \$26,860.00
- The Board has approved claims 602043 to 602067 in the amount \$115,132.16
- The Board has approved claims 602309 to 602348 in the amount of \$503,406.33
- The Board has approved claims 602349 to 602386 in the amount of \$12,379.75

APPROVED EMPLOYEE STATUS CHANGE FORMS

The Board approved employee status change forms for:

- Hayli Marcilliat, Housekeeper
- Fallon Smith, Clerk I
- Bryce Moore, Sergeant
- Chad Bingham, Sergeant
- Julio Ortega, Computer Network Tech
- Christopher Wilcox, Limited License Intern

DISCUSS EARLY ELECTION VOTING LOCATION, O'CONNOR FIELD HOUSE

The Board met today at 2:13 p.m. to discuss early election voting location, O'Connor Field House. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Controller Zach Wagoner, Elections Operations Supervisor Brandi Long, Elections Office Manager Haley Hicks, COO Greg Rast, Director of Constituent Services Rick Hogaboam and Deputy Clerk Jenen Ross.

Ms. Long spoke about the meeting with the Elk's Lodge this afternoon. She said they are willing to offer the facility for two full weeks in both May and November for early voting. The building is ADA compliant, the voting space is adequate in size and there is an abundance of parking available. The daily rate is \$350 for a total of \$5250. She also met with Director Sinner about possible use of The Center, she feels there are both pros and cons to using that building for early voting. Commissioner Brooks noted he is in favor of this but that he is waiting to hear back from Dr. Zogg regarding use of a large room in the SWDH building.

In response to a question from Commissioner Van Beek, Ms. Long spoke about how in the past there really have not been agreements in place with the polling locations, it's more of a letter just confirming the dates. The Board would like to see Elections work with legal to get a formal agreement in place. The Board is supportive of moving forward with the Elk's Lodge and Mr. Wagoner spoke about the funding stating that he is hopeful the \$5000 can be found as it's a good investment but Ms. Hicks is unsure if the expense for early voting locations was accounted for in the budget.

There was no action taken to consider rental payment to O'Connor Field House for Early Voting due to a change to the venue. Additionally, the Board has requested a letter of thanks be drafted for their signatures.

The meeting concluded at 2:22 p.m. and an audio recording is on file in the Commissioners' Office.

JANUARY 2024 TERM

CALDWELL, IDAHO JANUARY 22, 2024

EXECUTIVE SESSION – PURSUANT TO IDAHO CODE, SECTION 74-206(1) (D) AND (I) TO DISCUSS RECORDS EXEMPT FROM PUBLIC DISCLOSURE, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

Commissioner Van Beek made a motion to go into Executive Session at 1:02 p.m. pursuant to Idaho Code, Section 74-206(1) (d) and (i) to discuss records exempt from public disclosure, and to communicate with the County's risk manager regarding pending/imminently likely litigation. (Note - The motion referenced pending/imminently like litigation, however, 74-206(1)(i) refers to pending imminently likely *claims*.) The motion was seconded by Commissioner Brooks. A roll call vote was taken on the motion with Commissioners Holton, Van Beek, and Brooks voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Brad Holton, Zach Brooks, and Leslie Van Beek, Chief Judicial Marshal Jim West, Deputy Judicial Marshal Paul Greenhill, Deputy Judicial Marshal Robert Villegas, Deputy Judicial Marshal Rich Lattin, Family Court Services Manager Chris Paulsen, TCA employees, HR Risk Manager Howard Slack, HR Director Kate Rice, and Director of Constituent Services Rick Hogaboam. The Executive Session concluded at 4:15 p.m. with no decision being called for in open session.

JANUARY 2024 TERM

CALDWELL, IDAHO JANUARY 23, 2024

APPROVED CLAIMS

- The Board has approved claims 602387 to 602415 in the amount of \$105,863.98
- The Board has approved claims 602068 to 602115 in the amount of \$354,831.08
- The Board has approved claims 602156 to 602183 in the amount of \$28,193.73
- The Board has approved claims 602184 to 602228 in the amount of \$18,595.66
- The Board has approved claims 602416 to 602418 in the amount of \$11,639.32
- The Board has approved claims 602419 to 602428 in the amount of \$22,709.30
- The Board has approved claims 602116 to 602155 in the amount of \$28,281.61

COMMUTER VEHICLE AUTHORIZATION FORM

The Board approved a commuter vehicle authorization form for Matthew Espey.

APPROVED EMPLOYEE STATUS CHANGE FORMS

The Board approved employee status change forms for:

- Jared Joseph George, Deputy Sheriff
- Gena Lynn Gurney, Customer Service Specialist
- Candy Lee Giambruno, Customer Service Specialist

APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- Dell in the amount of \$22,848.80 for the Sheriff's Office (PO #5888)

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

The Board met today at 9:31 a.m. with county attorneys for a legal staff update and to consider an action item. Present were: Commissioners Leslie Van Beek and Brad Holton, Chief Deputy P.A. Carl Ericson, Deputy P.A. Zach Wesley, Deputy P.A. Alex Klempel, IT Director Steve Higgins (left at 9:33 a.m.), IT Business Manager Caiti Pendell (left at 9:33 a.m.), COO Greg Rast and Deputy Clerk Jenen Ross. The action item was considered as follows:

Consider Resolution Classifying Records of the Information Technology Department and Authorizing the Destruction of Financial Records: Ms. Pendell explained this destruction resolution is for FY18 financial records; an exhibit list is included with the resolution. Upon the motion of Commissioner Van Beek and second by Commissioner Holton the Board voted unanimously to sign the resolution classifying records of the Information Technology department and authorizing the destruction of financial records (resolution no. 24-019).

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

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

Commissioner Van Beek made a motion to go into Executive Session at 9:34 a.m. pursuant to Idaho Code, Section 74-206(1) (d) and (f) regarding records exempt from public disclosure and to communicate with legal counsel regarding pending/imminently likely litigation. The motion was seconded by Commissioner Holton. Commissioner Holton took a roll call vote where he along with Commissioner Van Beek voted in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Brad Holton and Leslie Van Beek, Chief Deputy P.A. Carl Ericson, Deputy P.A. Zach Wesley, Deputy P.A. Alex Klempel and COO Greg Rast. The Executive Session concluded at 10:00 a.m. with no decision being called for in open session.

Following the executive session, a brief discussion was had regarding next week's schedule. Both the Board and the Prosecutor's Office will be attending outside conferences so the legal staff updates scheduled for both Tuesday, January 30th and Thursday, February 1st will be cancelled. If there are any urgent items the legal staff will be available via phone or email.

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

CONSIDER A RESOLUTION TO ISSUE A REFUND TO STEVEN & DESTINY PLATT FOR A WITHDRAWN VARIANCE REQUEST, CASE NO. AD2023-0095

The Board met today 10:15 a.m. to consider a resolution to issue a refund to Steven and Destiny Platt for a withdrawn variance request, case no. AD2023-0095. Present were: Commissioners Leslie Van Beek and Brad Holton, DSD Office Manager Jennifer Almeida, DSD Director Sabrina Minshall, COO Greg Rast and Deputy Clerk Jenen Ross. Ms. Almeida explained that the applicant applied for a variance to reduce an access easement. A fee of \$600 was collected and some work was completed and research done. Once the research was done the applicant chose to withdraw their application for a variance and apply for a modification. DSD staff is recommending a refund of \$420.00. Upon the motion of Commissioner Van Beek and second by Commissioner Holton the Board voted unanimously to approve the resolution to issue a refund to Steven and Destiny Platt for a withdrawn variance request, case no. AD2023-0095 (resolution no. 24-020).

The meeting concluded at 10:18 a.m. and an audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION: MEETING WITH COUNTY ASSESSOR REGARDING MISSED SUPPLEMENTAL AND OCCUPANCY ROLLS

The Board of County Commissioners, sitting as a Board of Equalization, met today at 10:30 a.m. to conduct a 2023 supplemental roll protest of valuation hearing for AB Homes LLC/PIN: 24413120 0/Protest no. 23127 and BB3402 LLC/PIN 24413121 0/Protest no. 23128. Present were: Commissioners Leslie Van Beek and Brad Holton, Administrative Property Appraiser Supervisor

Greg Himes, Appraiser Supervisor Mike Cowan, COO Greg Rast, Director of Constituent Services Rick Hogaboam (arrived at 10:58 a.m.), Stephanie Boomgarden for AB Homes LLC and BB 3402 LLC and Deputy Clerk Jenen Ross.

Note for the record: At approximately 10:35 a.m. Commissioner Van Beek made a motion to adjourn as the Board of County Commissioners and convene as the Board of Equalization. The motion was seconded by Commissioner Holton and carried unanimously.

Stephanie Boomgarden offered testimony in support of the protest applications. Mike Cowan and Greg Himes offered testimony on behalf of the Assessor's Office. Following testimony and Board questions, discussion and deliberation, Commissioner Van Beek made a motion to uphold the Assessor's value, she then revised her motion to adjust the value on both properties to \$1,749,300 as provided by the Assessor's Office. The motion was seconded by Commissioner Holton and carried unanimously. The hearing concluded at 11:01 a.m. An audio recording is on file in the Commissioners' Office.

GO ON THE RECORD AND CONTINUE PUBLIC HEARING – REQUEST BY MARK JOHNS FOR A CONDITIONAL REZONE, CASE NO. CR2023-0001

The Board met today at 1:50 p.m. to go on the record to continue the public hearing that was scheduled for Case No. CR2023-0001, a request by Mark Johns for a conditional rezone. Present were: Commissioners Leslie Van Beek and Zach Brooks, DSD Associate Planner Madelyn Vander Veen, and Deputy Clerk Monica Reeves. The applicant had requested a new hearing date. Upon the motion of Commissioner Brooks and the second by Commissioner Van Beek, the Board voted unanimously to move the hearing to February 22, 2024 at 1:30 p.m. The meeting concluded at 1:51 p.m. An audio recording is on file in the Commissioners' Office.

JANUARY 2024 TERM
CALDWELL, IDAHO JANUARY 24, 2024

There were no meetings scheduled today.

JANUARY 2024 TERM
CALDWELL, IDAHO JANUARY 25, 2024

APPROVED JANUARY 26, 2024 PAYROLL

- The Board approved the January 26, 2024 payroll in the amount of \$2,309,384.22

APPROVED CLAIMS

- The Board has approved claims 601997 to 602030 in the amount of \$33,302.89

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

The Board met today at 9:31 a.m. with county attorneys for a legal staff update and to consider action items. Present were: Commissioners Leslie Van Beek and Zach Brooks, Commissioner Brad Holton joined the meeting at 10:13 a.m. via teleconference, Chief Deputy P.A. Carl Ericson, Deputy P.A. Laura Keys, Parks Director Nicki Schwend (left at 9:48 a.m.), Facilities Director Rick Britton, Cpt. Harold Patchett, Norm Brown, COO Greg Rast and Deputy Clerk Jenen Ross. The action items were considered as follows:

Consider Historic Preservation Support Award agreement with Canyon County Historical Society:

Director Schwend explained Canyon County Historical Society applied on behalf of the City of Nampa Arts & Historic Preservation Commission in an effort to continue implementing Nampa's historic preservation plan with a focus on the Shalimar Terrace and Glen View Estates neighborhoods. The funding amount applied for and granted is \$19,716 in order to hire a professional consultant to assist with the project and determine if they are eligible for the National Register of Historic Places status. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the Historic Preservation Support Award agreement with Canyon County Historical Society (agreement no. 24-011).

Consider Invitation for Bids for Canyon County Laundry Equipment & Installation Project; and Consider Legal Notice Inviting Bids for Canyon County Laundry Equipment & Installation Project:

Director Britton explained this is for new laundry equipment, 7 washers and dryers. They are trying to remain with the current brand being used in an effort to stay compatible. These are heavy duty machines but will be more energy efficient. The expected lifespan is approximately 10 years due to the excessive daily use. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the invitation for bids and legal notice for Canyon County Laundry Equipment & Installation project.

Ms. Keys presented a letter for Board signatures notifying taxing districts of the Board's intent to consider a tax exemption for *Project Fluid*. This project was presented to the Board in August and the Board has requested additional time to review the letter.

The Board went off the record from 9:42 a.m. to 9:47 a.m.

Once back on the record there were no matters for open session but a request was made to go into executive session as follows:

EXECUTIVE SESSION – ACQUISITION OF AN INTEREST IN REAL PROPERTY AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Commissioner Van Beek made a motion to go into Executive Session at 9:48 a.m. pursuant to Idaho Code, Section 74-206(1) (c) and (d) regarding an interest in real property and records exempt from public disclosure. The motion was seconded by Commissioner Brooks. Commissioner Brooks took a roll call vote where he along with Commissioner Van Beek voted in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Leslie Van Beek and Zach Brooks, Commissioner Brad Holton joined the meeting at 10:13 a.m. via teleconference, Chief Deputy P.A. Carl Ericson, Deputy P.A. Laura Keys, Facilities Director Rick Britton, Cpt. Harold Patchett, Norm Brown and COO Greg Rast. The Executive Session concluded at 10:26 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.

MEETING TO CONSIDER MATTERS RELATED TO MEDICAL INDIGENCY

The Board met today at 11:32 a.m. to consider matters related to medical indigency. Present were: Commissioners Leslie Van Beek and Zach Brooks, Case Manager Kellie George and Deputy Clerk Jenen Ross. Ms. George presented the following cases for Board consideration:

Case nos. 2006-290 and 2017-996: Both of these cases have fulfilled their obligation to county and lien releases are being requested. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign lien releases on each of the cases.

Case no. 2024-8: This case has met the eligibility criteria for cremation and Indigent Services recommends approval. Upon the motion of Commissioner Brooks and second by Commissioner Van Beek the Board voted unanimously to approve the cremation.

Case no. 2024-7: Indigent Services did as much as investigation as possible and are recommending denial. Ms. George gave history of case and details of why they are recommending denial. The county is not the payer of last resort and residency in Canyon County was not established. Upon the motion of Commissioner Brooks and second by Commissioner Van Beek the Board voted unanimously to deny the case.

The meeting concluded at 11:39 a.m. and an audio recording is on file in the Commissioners' Office.

MONTHLY MEETING WITH THE ADMINISTRATIVE DISTRICT JUDGE AND THE TRIAL COURT ADMINISTRATOR

The Board met today at 1:30 p.m. with the Administrative District Judge and the Trial Court Administrator. Present were: Commissioners Leslie Van Beek and Zach Brooks, Interim TCA Benita Miller, Deputy Clerk Jenen Ross. Ms. Miller updated the Board on the following:

- Next week they will be attending an admin conference where budget priorities for the courts will be worked on. The state is always out two years so these will be priorities for FY26.
- Responsibility has been given to the Magistrate Commission to be the interview panel and select the Regional Public Defender. Commissioner Holton will serve on the panel as he is already on the Magistrate Commission. Chief Public Defender Aaron Bazzoli has been assisting Ms. Miller with contacts to ensure all guidelines are being followed. At this time, they plan to conduct interviews in April; the selected Regional Public Defender should be hired by July 1st.
- In the past year, there have been a couple of magistrate commission meetings held and per information recently received from the Supreme Court the food purchased for those meetings can be reimbursed so Ms. Miller intends to submit for that.
- With help from the Clerk's Office and in working with the magistrates, pre-trial infractions are now heard on Fridays without a judge but with a deputy prosecutor; they are able to hear 10 cases in 30 minutes and Chief Deputy P.A. Doug Robertson thinks they should be able to increase that to 15 in 30 minutes. Often these are infractions that are easily rectified so this is making it much more efficient for everyone involved.
- The Jury Commissioner has several ideas for jury fees donated back to the county.

The meeting concluded at 1:43 p.m. and an audio recording is on file in the Commissioners' Office.

ACTION ITEM: CONSIDER TAX CHARGE ADJUSTMENTS BY PIN DECEMBER 2023

The Board met today at 2:02 p.m. to consider tax charge adjustments by PIN for December 2023. Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, Treasurer Tracie Lloyd, Chief Deputy Treasurer Jennifer Watters, Auditing Supervisor Sarah Winslow, Steve Burton, and Deputy Clerk Monica Reeves. Treasurer Lloyd reviewed the administrative adjustments for the month of December which totaled \$2,161.91. Upon the motion of Commissioner Van Beek and the second by Commissioner Brooks, the Board voted unanimously to approve the tax charge adjustments by PIN for this period for the amount of \$2,161.91 as presented by Treasurer Lloyd. The meeting concluded at 2:04 p.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH CHRIS BATEMAN, VICE PRESIDENT OF TIME VALUE INVESTMENTS, REGARDING PUBLIC SECTOR INVESTMENT STRATEGY AND OVERALL ANALYSIS OF CANYON COUNTY'S INVESTMENT PORTFOLIO

The Board met today at 2:04 p.m. for a meeting with Chris Bateman, the Vice President of Time Value Investments (TVI), regarding public sector investment strategy and overall analysis of Canyon County's investment portfolio. Present were: Commissioners Brad Holton, Zach Brooks, and Leslie Van Beek, Treasurer Tracie Lloyd, Chris Bateman from Time Value Investments, Chief

Deputy Treasurer Jennifer Watters, Auditing Supervisor Sarah Winslow, Steve Burton, and Deputy Clerk Monica Reeves. Mr. Bateman provided three handouts today that were part of his presentation, copies of which are on file with this day's minute entry.

Background on TVI

- Reviewed some basics on public funds investing
- Graph of the 5-year U.S. Treasury Rate over the past 10 years
- Graph of the U.S. Treasury Yield Curve
- Bond ladder trivia

Idaho LGIP vs Federal Funds Rate

- LGIP rates 2021 vs. 2023
- Federal funds rate going back to the year 2000
- End of 2024 Federal Funds Rate Projections (& impact on bond yields)

TVI Platinum Reporting Prepared for Canyon County

- Portfolio details sorted by maturity distribution; investments; and cash flows.
 - Select earnings locked in for 4-5 years
 - \$16.5 million "par value" is approximately 21% of the overall portfolio.
 - This portion of the portfolio will earn approximately \$3 million over the next 4-5 years (48-60 months)

Treasurer Lloyd said what prompted this meeting was the question "*Why are we not earning more money on our investments when we have 5.5% at the LGIP?*". When we received ARPA money it was put into the LGIP and the interest earned is LGIP earnings so in 2020 it was making next to nothing, but that's where we put it because we didn't know what we were going to do with it and she wanted to keep it liquid so it has stayed in the LGIP. With our other investments the rate of return hasn't been that great but if you go back to when the investment was purchased at that time it was a good purchase. There was discussion regarding yields, rates of return, and bonds (we buy and hold, we don't sell), and bond credit ratings (AAA). Treasurer Lloyd said we are very limited on what we can invest in; in Idaho, cities can invest in things that are counties are not allowed to. Steve Burton, a local citizen, had questions for Treasurer Lloyd and Mr. Bateman regarding investments. Information was exchanged with no motions, action items, or Board direction entertained or given. The meeting concluded at 3:06 p.m. An audio recording is on file in the Commissioners' Office.

CONTINUATION OF THE PUBLIC HEARING TO CONSIDER A REQUEST BY JEFF VANWINKLE FOR APPROVAL OF A SHORT PLAT FOR VANWINKLE SUBDIVISION, CASE NO. SD2022-0046

The Board met today at 4:02 p.m. for a continuation of the public hearing in the matter of the request by Jeff VanWinkle for approval of a short plat for VanWinkle Subdivision, Case No. SD2022-0046. Present were: Commissioners Brad Holton, Zach Brooks, and Leslie Van Beek, Jeff

VanWinkle, Principal Planner Dan Lister, DSD Director Sabrina Minshall, and Deputy Clerk Monica Reeves. Today's hearing was continued from January 17, 2024 where staff needed additional time to review engineering information. Principal Planner Lister advised that the private road certification meets the code and has been reviewed by the County's engineer and planning staff and it meets the requirement for the minimum standard for less than 100 average daily trips. Staff recommends the FCO's be signed today. According to Planner Lister, the final plat is not ready to be signed because it lacks some signatures, but it should be ready in another week. Commissioner Van Beek made a motion to sign and approve the short plat for VanWinkle Subdivision based on the evidence submitted and reviewed by DSD in Case No. SD2022-0046. The motion was seconded by Commissioner Brooks. Planner Lister said the motion should be for the preliminary plat. Commissioner Van Beek amended her motion to just be for the preliminary plat as there are still things waiting on the final plat. The amended motion was seconded by Commissioner Brooks and carried unanimously. The hearing concluded at 4:06 p.m. An audio recording is on file in the Commissioners' Office.

JANUARY 2024 TERM

CALDWELL, IDAHO JANUARY 26, 2024

APPROVED EMPLOYEE STATUS CHANGE FORM

The Board approved employee status change form for:

- William Clark, Deputy Prosecuting Attorney - I Criminal

DETENTION CENTER INSPECTION CONDUCTED

The Board conducted a quarterly inspection of the detention center. Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, Captain Harold Patchett, Lt. Russell Donnelly, and Chief Operating Officer Greg Rast. 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. A copy of the completed tour/inspection form is on file with this day's minute entry.

JANUARY 2024 TERM

CALDWELL, IDAHO JANUARY 29, 2024

Commissioners attending IAC Midwinter Legislative Conference at the Riverside Hotel in Boise, Idaho.

APPROVED EMPLOYEE STATUS CHANGE FORMS

The Board approved employee status change forms for:

- Megan Mawyer, Emergency Communications Officer 1

APPROVED CATERING PERMIT

- The Board approved an Idaho Liquor Catering Permit for Heritage Club to be used 2/10/24.

JANUARY 2024 TERM

CALDWELL, IDAHO JANUARY 30, 2024

Commissioners attending IAC Midwinter Legislative Conference at the Riverside Hotel in Boise, Idaho.

APPROVED CLAIMS

- The Board has approved claim 602429 ADV in the amount of \$9,981.45
- The Board has approved claim 602430 in the amount of \$172.50

JANUARY 2024 TERM

CALDWELL, IDAHO JANUARY 31, 2024

Commissioner Brooks attended the IAC Midwinter Legislative Conference at the Riverside Hotel in Boise, Idaho.

APPROVED CLAIMS

- The Board has approved claims 602431 to 602471 in the amount of \$488,988.04
- The Board has approved claims 602472 to 602515 in the amount of \$43,745.13
- The Board has approved claims 602516 to 602556 in the amount of \$100,055.46

THE MINUTES OF THE FISCAL TERM OF JANUARY 2024 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 1st day of MARCH, 2024.

CANYON COUNTY BOARD OF COMMISSIONERS



Commissioner Leslie Van Beek

Commissioner Brad Holton



Commissioner Zach Brooks

ATTEST: RICK HOGABOAM, CLERK

By: Monica Reeves, Deputy Clerk