



MINIDOKA COUNTY COMMISSIONER MEETING MINUTES

January 22, 2018

The meeting was opened with the recital of the Pledge of Allegiance at 8:36 AM.

Present for this meeting were: Commissioner Moore, Commissioner Koyle, Commissioner McClellan, Deputy Prosecuting Attorney Goodman, Prosecuting Attorney Stevenson, and Clerk Page.

Deputy Yates presented the following **Applications for County Aid**:

2017-99 Commissioner Koyle moved to deny the application as we may not be the last resource and the applicant may not be medically indigent with a second voiced by Commissioner McClellan. Motion carried.

Clerk Page presented a write-off request for case 2015-41. Commissioner McClellan moved to write off a 50-50 match; for each dollar paid, county will write off same amount with a second voiced by Commissioner Koyle. Motion carried.

Commissioner McClellan moved to keep Commissioner Moore as **chairman** with a second voiced by Commissioner Koyle. Motion carried.

Sheriff Snarr was present to request **executive session**.

Commissioner McClellan moved to enter into executive session pursuant to IC 74-206 (1) (a) with a second by Commissioner Koyle. Roll call vote: Commissioner McClellan voiced aye, Commissioner Koyle voiced aye, Commissioner Moore voiced aye. Motion carried. General tenor of session was multiple personnel matters. Motion to exit executive session was voiced by Commissioner Koyle with a second by Commissioner McClellan. Motion carried.

Commissioner McClellan moved to approve sheriff's new hire permission to take county vehicle to residence in Cassia County as needed with a second voiced by Commissioner Koyle. Motion carried.

Prosecuting Attorney Stevenson presented the **City of Paul Law enforcement agreement**.

Discussion took place. Commissioner Koyle moved to approve the City of Paul Law Enforcement Agreement with a post date of February 1, 2017, with a second by Commissioner McClellan. Motion carried.

Prosecuting Attorney Stevenson advised the Board of the proposed **building lease for the Veteran Service Office** (at the Duane Smith Annex) is ready to be signed. Commissioners will take copy to today's interview session.

A motion to approve **claims and payroll** was voiced by Commissioner McClellan with second by Commissioner Koyle. Motion carried.

Shelly Tubbs, Judge Eric Wildman, and Domestic Violence Coordinator Kristy Rasmussen presented the Board with the **Domestic Violence Court Memorandum of Understanding**. The original agreement from 2014 was missing signatures and had not been updated. Commissioner McClellan moved to ratify and approve the contract with a second voiced by Commissioner Koyle. Motion carried. Ms. Tubbs will send the County a copy after it is signed by the last remaining partner.

The **Conflict Public Defender Report** was reviewed.

The **resolution for juvenile file destruction** at detention needs further explanation before being approved.

The Board reviewed the **Certificates of Residency** as presented. Commissioner McClellan moved to approve those presented with a second by Commissioner Koyle. Motion carried.

Commissioner McClellan moved to approve **claims and payroll** as presented with a second voiced by Commissioner Koyle. Motion carried.

Commissioner Koyle moved to approve the **dental service agreement between Mini Cassia Criminal Justice Center and Dr. Wayne J Wright DDS** with a second by Commissioner McClellan. Motion carried.

The **minutes** from December 18, 2017, January 8, 2018, and January 9, 2018, were reviewed. Commissioner Koyle moved to approve all minutes with a second by Commissioner McClellan. Motion carried.

Commissioner McClellan moved to appoint Dan Kindig, Les Nye, Marty VanTassel and Laurie Coppman to 4-year **terms on the fair board** with a second voiced by Commissioner Koyle. Motion carried.

Commissioner Koyle moved to approve the **agreement for jail dental service** between the Mini-Cassia Criminal Justice Center and Dr. Wayne Wright DDS with a second voiced by Commissioner McClellan. Motion carried.

Commissioner McClellan moved to proceed with **jail lock system update** with a second voiced by Commissioner Koyle. Motion carried. This will cause both counties to anti-up more money.

Prosecutor Stevenson has reviewed the resolution to destroy juvenile detention records and recommends its approval. Commissioner Koyle moves to approve **Resolution 2018-1-22 to destroy juvenile detention records** with a second voiced by Commissioner McClellan. Motion carried.

DEPARTMENT HEAD REPORTS-

Present: Laurie McCall, visitor; Laura Twiss, Treasurer; Dixie Tate, Juvenile Probation Supervisor; Jason Thomas, U of I Extension Educator; Reid Smith, Weed Dept.; Lucky Bourn, Coroner; Brett Stephens, Planning & Zoning Dept.; Wayne Schenk, visitor; Lance Stevenson, Prosecutor; Trent Bodily, Juvenile Detention Supervisor; Eric Snarr, Sheriff; Max Vaughn, Assessor; Tonya Page, Clerk; and Janie Rutschke, IT Administrator.

Assessor-Max Vaughn reported that his office is on target for the new appraisal program. This is year one of the new five-year transition plan. Office is looking for a new appraiser. He will not be running for re-election. Janice West is starting to train for his position.

Treasurer-Laura Twiss reported that approximately 59.26 percent of taxes were collected in December which is about the same as in the past. Have not had a huge circuit breaker work load as of yet but is expecting it to pick up.

Juvenile Probation- Dixie Tate reports case load is steady; have started 2 Spanish speaking classes and they are going well.

Juvenile Detention-Trent Bodily reported he currently has 7 residents: 5 from Cassia, and 2 from Minidoka; things are going well and is working on a fee schedule; and could use two part-time female employees.

Weed Department-Reid Smith reported that there is not much going on. Has attended meetings in Boise and is working on doing some clean-up.

Coroner-Lucky Bourn reported January has been very quiet. Has had two death investigations and two cremations.

IT Dept. -Janie reported that current scams are being focused in the court; working on law enforcement updates; and she is very pleased with our new website.

Extension Office-Commissioner Moore welcomed and introduced our new extension educator, Jason Thomas. Jason reported on the activities coming out of the extension office including cooking under pressure classes and the upcoming Horsing Around Camp that will be held this weekend. He wants to work with the commissioners on upholding county policies as well as U of I policies for employees and will be making it a point to meet at least every two weeks with employees.

Building Dept.-Brett Stephens reported that he has hired a new administrative assistant who will start on February 5th; has seven active subdivision applications in various stages; and is working on making changes in the County's subdivision ordinance.

Sherriff's Dept.- Sheriff Snarr reported that the task force has been extremely busy. He is losing an officer and will be filling that position in a couple of weeks. The canine program will be assigned to Brandon Frye and some training will be necessary.

Prosecutor's Dept.- Prosecutor Stevenson reports that the new website is awesome. Has had a lot of scams in the county, please refer cases to the prosecutor's office; the IPA Conference will be in 2 weeks; he has been busy doing county contracts and working with building department on subdivisions; and case load is very busy right now.

Auditor/Recorder-Clerk Page reported that the audit is going well; is considering working with the museum in placing a rotating display in our foyer; County has completed ICRMP training and will qualify for discount this year; there are some portable wall partitions available if anyone is interested; County will be in need of an interpreter sometime in the future and would like to be proactive is searching for someone to become certified.

Commissioner reports:

Commissioner McClellan reported that he will be doing the veteran service officer position interviews today and that he appreciates everyone's hard work.

Commissioner Koyle attended hospital board meeting, they are recruiting doctors for this area; and winter has been milder than predicted and as advised by the Local Emergency Preparedness Committee and Minidoka Emergency Preparedness Committee boards.

Commissioner Moore gave an update on fair board's indoor arena project; Gem Plan is very solvent and County is glad to be a part of it; and also appreciates what everyone does for the County.

Max Vaughn and Janice West discussed the upcoming transition and changes that are coming in the future in the Assessor's office.

Craig Swensen and Jeff McCurdy gave the commissioners an update on **the Boys and Girls Club**. The City has been working hard to bring this program to Rupert. It provides a great service to our community as a safe place for school children after school and provides educational programs, help with homework, and a meal or snack while the children are at the facility. They hope to be up and running by June 1st. The Minidoka School District has been assisting with this project and has offered assistance with transportation and space if needed. They are currently looking for a permanent office space for the administration of the Women and Children's Shelter, the shelter, itself, is not being relocated; if the shelter is not going to be funded by the state then they feel that more entities need to help fund the program considering it falls under criminal justice; the City needs to move shelter office so construction project can get started for the Boys & Girls Club; really looking to utilize resources in the community to better serve the community. Mr. Swensen asked to be placed on the agenda for the joint meeting on Feb. 13th at 8:00 AM.

Georgianna Greenwell discussed office use for **veteran's services** and list of county assets used in that office. She is leaving the phone and printer that she purchased. Veteran services paid the phone bill but internet and electricity is provided by the County. She also provided a monthly report to both counties. She will be interviewing three applicants today and hopefully someone can be appointed soon as she is leaving her position February 1st.

Brett Stephens is present for the **Freshman Drive Subdivision review**, he had a preliminary plat hearing with P&Z and Feb. 15th is the final hearing, here to give an update as required by ordinance. Prosecuting Attorney Stevenson used this subdivision as a prime example of reason to change the ordinance to amend plats.

Commissioner Koyle moved to **amend the agenda** as allowed by I.C. 74-204 (4) (c) to allow for discussion of surplus property from the building department, as information was not received until after 5:00 p.m. Friday, with a second voiced by Commissioner McClellan. Motion carried.

Commissioner Koyle moved to **surplus item #7723 iPad** from the building department with a second voiced by Commissioner McClellan. Motion carried.

Brett Stephens updated the Board on his personnel staffing.

Brett Stephens also informed commissioners that the Planning and Zoning Board would like to have a round table meeting with the Commissioners and City representatives to discuss the County's comprehensive plan. P&Z wants to do an overlay of comprehensive plan and impact area with all parties involved at the same time. Commissioners were in agreement and it was suggested to have the meeting on a Monday following the regular commissioner's meeting.

Animal Shelter Trustees—The Board of Commissioners reviewed applications received for trustee position. As per the instructions in the Minidoka County Animal Trust Agreement, they will choose 3 trustees, no two from the same city. Commissioner Koyle moved to appoint James Bowers, residing in the city of Rupert, to a 3-year term; Maureen Newton, residing in the city of Heyburn, to a 2-year term; and Jeff McEwen, residing in the city of Acequia, to a 1-year term with a second voiced by Commissioner McClellan. Motion carried.

This meeting was adjourned at 12:15 p.m.

Robert Moore, Chairman

ATTEST:

Tonya Page, Clerk