



MINIDOKA COUNTY COMMISSIONER MEETING MINUTES

August 27, 2018

8:00 A.M. The Board of Minidoka County Commissioners met with the Board of Cassia County Commissioners and **toured the Mini-Cassia Criminal Justice Center.**

8:45 A.M. Immediately upon exiting the jail facility, **discussion** was held between both boards **as to what date, time, and place the public defender interviews will be held.** Both Boards agreed to interview on Sept. 10, 2018, at the Cassia County Courthouse, beginning at 1:30 P.M. and every 30 minutes thereafter. The Commissioners also agreed to entertain a meeting with the local judges tomorrow at the Cassia County Commissioner meeting room at 4:30 P.M.

The Board returned to the Minidoka County Courthouse.

9:30 A.M. Sheriff Snarr reported on last night's incident with an animal on the interstate.

9:32 A.M. The **Pledge of Allegiance** was recited.

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

Clerk Page stated that last Monday's **minutes** were not available for review.

The Board discussed **IAC's annual conference** to be held in September and Clerk Page read a note from Wayne Schenk regarding the conference. Mr. Schenk has requested to pay his own way to attend the conference considering he is not officially a commissioner.

Commissioner Reports and correspondence:

Commissioner Moore spoke with Marty VanTassel regarding water on the roads and stated that he advised Mr. VanTassel that the Board would like to have the Sheriff deputize a highway district employee to monitor water on the road calls. Commissioner McClellan stated that he had also spoken with Mr. VanTassel regarding the same issue.

Commissioner Koyle received in her correspondence a letter from President Trump thanking her for attending the White House conference.

Commissioner Koyle moved to deny **6 Certificates of Residency** for meeting their lifetime maximum with a second by Commissioner McClellan. Motion carried. Commissioner McClellan moved to approve the remaining Certificates of Residency with a second voiced by Commissioner Koyle. Motion carried.

Department Head Meeting:

Dixie Tate-Dennis, Juvenile Probation Admin., reported that Mikea is moving to Boise – has hired for her position and is starting to train, officially begins Sept. 5th; WILD has slowed down, at an all-time low; school is in session; things are going well; and the painting is not finished in her office.

Prosecutor Lance Stevenson reported all is going well; office seems really busy this time of year; and has one murder case – trial will be held in January.

Assessor Max Vaughn reported that his new hire for appraiser will take course 1 next month and course 2 next summer; will have another interview for the mapping position; will attend the City of Heyburn Urban Renewal meeting – Lance contacted Heyburn's attorney to advise that a resolution is needed for removing a particular piece of land out of Minidoka's Urban Renewal and placing into theirs (on 400 South); and he attended the annual Assessor's meeting.

Brett Stephens, Building and Zoning Dept. Admin., reported making changes with Planning and Zoning with updating to electronic documents; and is looking for a new member to replace Wayne Schenk on the Planning and Zoning Board.

Extension Agent Jason Thomas handed out a report regarding the barn owl box program and is also working on a sustainable grant for such, he has an agreement with teachers at Minico to cut the wood, and another grant to apply for; the fair turned out well with a great attendance; working with staff to lower comp time; Becky received grant to fix up kitchen at the extension office; and is gearing up to help Boys and Girls Club.

Reid Smith, Weed Department Admin., reported weeds are still there but slowing down; 5-6 days left in desert to do BLM work; grasshoppers have helped the weed situation which may be good and maybe not; the weed dept. and the auditor's dept. have interviewed a few applicants and have more applicants to interview today; and still have revenue to come in. Commissioner Koyle asked what happens when a city is not taking care of their weeds. Mr. Smith responded that our weed dept. cannot enforce on the city property or on the state highways.

Coroner Lucky Bourn reported 5 death investigations – three natural, one accidental, and one suicide; he signed off on five cremations this month; and he attended the Idaho Association of Coroners and Medical Examiners in Las Vegas.

Janie Rutschke, IT Dept. Admin., thanked Dixie for the WILD program with their help clearing out old computers and equipment. She also reported that we are now white listed, we were black listed and her dept. removed the computer from the network that was causing the spam issue; and the dept. downloaded a trial version of Malware Bites because our County may have to purchase software that monitors spam and quarantines trojans. Commissioner Koyle iterated the hospital rules on spam email and employees opening them. Mrs. Rutschke stated that they are thinking about placing in policy rules about opening bad emails as well as grounds for termination when such happens.

Sheriff Snarr reported things are going well; still have one person on FMLA; boat docks are installed and in use and the funds have been received from the state; and e-ticket equipment is being installed in most vehicles but some vehicles will not have it installed – this will help traffic stop time to be cut down.

Treasurer Laura Twiss has nothing to report.

Trent Bodily, Juvenile Detention Admin., reported that he has three residents: two from Cassia and one from Minidoka; need male part time officer; and PREA audit a little over a month and a half away.

Clerk Page reported that she attended the annual clerks' meeting and has complaints regarding **county vehicle usage vs. personal vehicle usage** as well as **working Columbus Day vs not working the day after Thanksgiving**.

Commissioner Moore questioned the use of a personal vehicle when a county vehicle is available. Trent and Eric both offered that if an employee uses a personal vehicle when a county vehicle is available then that employee is not reimbursed mileage. Dixie reported that it is expected that her employees use county vehicles.

Commissioner McClellan iterated the problem with reimbursing for fuel vs. mileage. Prosecutor Stevenson stated that every dept. is in a little bit different position and thinks that if a dept. head determines that a vehicle is available and the employee chooses to use their own vehicle - then there is not a reimbursement for usage.

Columbus Day vs. taking the day after Thanksgiving off – The Board listened to this suggestion and stated that there is a floating day if someone wants to take the day after Thanksgiving off.

Commissioner Koyle moved to close at 12 noon on **Christmas Eve Day** with a second voiced by Commissioner McClellan. Motion carried. Commissioner Koyle moved to amend the motion that on the 24th day of December, Christmas Eve, that if anyone wants to take off at noon they must come to work if they want the half day off paid,

if they do not come to work, will have to take it some other way with a second voiced by Commissioner McClellan. Motion carried.

Meeting room door lettering will be discussed a little later.

Prosecutor Stevenson requests that all get their ICRMP trainings done.

Extension Agent Thomas requested information on how to close his office and how it should be handled. County wide - hours are 8:30 A.M. to 12:00 P.M., closed for lunch, and open from 1:00 P.M. to 5:00 P.M. If an office closure is needed the Board suggested posting notice on the door so that the public is aware of the closure.

Commissioner McClellan thanked Dixie for the WILD girls for being present and helping out at the Paul Palooza. Commissioner McClellan reported that the palooza is a community party not just a City of Paul party, figured there were around 600-700 people present, and the Sheriff's department had the MRAP and boat on display - the MRAP is an impressive vehicle. Commissioner McClellan spoke of the animal control officer being off of work and water on the roads.

Commissioner Koyle reported that the fair was great and that she was one of the judges for the pumpkin pie judging contest and she also judged one photography class; hospital is doing well and has four emergency department doctors as well as some interns; the hospital gave out appreciation certificates; and the senior center needs donations and are going to start doing bingo again.

Commissioner Moore reported that there was a full house for rodeo and that the concert was excellent; the livestock sale exceeded \$300,000 for the kids; and the three top awards in the pie judging contest all went to men!

Deputy Clerk Dockstader presented before the Board to request indigent appeal hearing dates. The Board agreed upon: October 5th, November 2nd, December 7th, and January 18th. There were no **applications for county aid** to present before the Board.

Coroner Bourn presented before the Board to discuss the **International Association of Coroners & Medical Examiners information and recommendation for the coroner's office accreditation**. Mr. Bourn discussed the seminar he attended while in Las Vegas. He referenced the self check list that was provided to the board this morning. Recommendation was to become accredited by December of 2020 by the IACME and after application is made, the office will have one year to comply and then will be audited. If approved, accreditation is good for 5 years. Cassia Co. Coroner is meeting with his commissioners today and if both counties approve, then can split costs with Cassia Co. for the auditor. Coroner Bourn has been trying to make contact with the grant appropriation committee for The Paul Coverdale Grant. Coroner Bourn asks the Board if this is something that this Board feels this county needs. Can piggy back onto other counties for morgue and pathologist. The Board will review the list and discuss this topic with Coroner Bourn at a later time.

11:33 A.M. - **Public Hearing for FY2019 County Budget Approval**

Members of the public present were:

Jason Thomas, Laura Twiss, Wayne Schenk, Lucky Bourn, and Reid Smith.

Clerk Page gave a quick overview of the budget. Commissioner Moore asked for comments or questions – none were made. Commissioner Koyle moved to approve the FY 2019 budget with a second voiced by Commissioner McClellan. Motion carried. Commissioner Moore closed the public hearing. Clerk Page presented Resolution 2018-09-27 for signatures.

Meeting room door lettering – will state: “Board of County Commissioners” above the county seal (in color).

The Board is handing the **2020 Census information** back to Brett Stephens as it was addressed to Building and Zoning.

Clerk Page brought before the Board the **conflict public defender contract that can terminate at the end of September 2018**, renew automatically on October 1st, or be put up for bid because we have others that are

interested in bidding. There is an interpretation difference in the termination wording; therefore, this contract will be brought before the Board again next year around May.

The Board reviewed the **Memorandum of Understanding between Mini-Cassia Juvenile Detention Center and Camas County**. Commissioner McClellan moved to approve the MOU between Minidoka County representing the Juvenile Detention Center and the County of Camas with a second voiced by Commissioner Koyle. Motion carried. The MOU was signed by all board members.

Commissioner Koyle requested to amend the agenda to disclose her involvement in a real estate transaction. Commissioner McClellan moved to **amend the agenda per IC 74-204 (4) (c)** to allow Commissioner Koyle to disclose her involvement in a real estate transaction in which she is acting as the realtor and because the transaction will close prior to the next Board meeting. Commissioner Moore voiced a second. Motion carried. Prosecutor Stevenson stated that he does not see any monetary gain for Commissioner Koyle in being an elected official to represent the purchase of a property by MMH. Commissioner Koyle voiced that she is disclosing that she is acting as a realtor for MMH in a real estate transaction and also that she is an ex-officio non-voting member of the MMH Board.

Commissioner Koyle reported that an individual is wanting to make the senior center a taxing district. Prosecutor Stevenson stated that senior centers are not listed in state code as being able to become a taxing district.

Commissioner Moore called adjournment at 12:18 P.M. with a tap of the gavel.

Robert Moore, Chairman

Attest:

Tonya Page, Clerk