

Abbreviated Minutes: Complete Set Of Minutes Are On File In The Clerk's Office

Madison County		
Commissioners Meeting Minutes		
		
APRIL 11, 2016	9:00 A.M.	COMMISSIONERS' ROOM
ATTENDEES	Commissioners: Chairman Jon Weber, Kimber Ricks and Todd Smith Deputy Prosecuting Attorney: Troy Evans County Clerk: Kim Muir, Deputy Clerk: Ilene Palmer	

AGENDA TOPICS

Pledge of Allegiance: Commissioner

Invocation: Commissioner

Public Comment:

Shane and Kirsten Ruebush were present to comment. They would like to see more transparency by having Planning and Zoning and all Boards post their meeting agendas and minutes on the County website. They also commented on septic system permits and law changes. The Ruebush's would like to participate in a public comment period before the matter goes to a public hearing. They feel that if the public were better informed, they would like to have input on the final law. They are asking Commissioners to consider the material changes before the matter is presented in a public hearing.

County Business

Committee & Board Reports:

Jon Weber – Fair Board

Todd Smith- Golf and Airport Boards, 5C Detention Center
No discussion

Calendar Discussion:

WIR Meeting in Jackson Hole and Challis Meetings with State Parks Board May 25 - 26

Discussion Items:

Contracts/Documents

Review and sign: Forest Service Cooperative Law Enforcement Operating and Financial Plan
Commissioner Ricks made a motion to review and approve. Commissioner Smith seconded and voting was unanimous.

Review and sign: MOU with Idaho Transportation Department
Commissioner Ricks made a motion to review and approve. Commissioner Smith seconded and voting was unanimous.

Review and sign: Access Idaho Service Agreement

Commissioner Weber made a motion to review and approve. Commissioner Smith seconded and voting was unanimous.

Review and sign: Designation of Polling Locations for May 17, 2016 Election

Commissioner Ricks made a motion to review and approve. Commissioner Smith seconded and voting was unanimous.

Review and sign: Notification of Hearing for Madison County, Ambulance District, Mosquito Abatement District

Commissioner Weber made a motion to review and approve the September 6th budget hearings for Madison County, Mosquito Abatement District and Ambulance District. Commissioner Ricks seconded and voting was unanimous.

Review and sign: Idaho Dept. of Parks & Rec, boating contract

Commissioner Ricks made a motion to review and approve the \$930 contract. Commissioner Weber seconded and voting was unanimous.

Routine Matters

Commissioner Smith made a motion to approve the claims presented by the clerk. Commissioner Ricks seconded and voting was unanimous. The E-Center grant will be paid out of reserve funds.

Commissioner Ricks made a motion to approve and sign the Commissioner Meeting Minutes of March 28, 2016. Commissioner Smith seconded and voting was unanimous.

Commissioner Smith made a motion to approve and sign the Certificates of Residency for: Alex Ricks. Commissioner Ricks seconded and voting was unanimous.

Commissioner Weber motioned to approve the Personnel Actions. Commissioner Smith seconded and voting was unanimous.

Agenda Items

Tri County Probation & Health & Welfare Executive Session Idaho Code 74-206(1) (b) employee matters and (d) exempt records, Ann Marie Sorensen, Indigent Clerk

Commissioner Weber made a motion to go into Executive Session at 9:15 a.m. pursuant to Idaho Code §74-206(1) (b) employee matters and (d) exempt matters.

Commissioner Ricks—yes

Commissioner Weber—yes

Commissioner Smith—yes

Commissioner Weber returned the County Commissioners to open session at 10:13 a.m. Commissioner Ricks made a motion to sign Liens on Case No's. 2016017-B, 2016017-C, 2016024 and 2016023, sign Approval on Case No. 2016018 and discussion on a letter received on Case No. 2014003 and 2014011. Commissioner Smith seconded and voting was unanimous.

Brent McFadden, Tile for Tri-County Probation office

Brent is asking for permission to install tile in the Tri-County Probation office. Brent was asked to get additional bids before approval.

Kirk Mace, Wrap around contract discussion

Juvenile Probation has had an agreement with Fremont, Jefferson, and Madison Counties to counsel kids in the Mental Health Court. Jefferson has terminated the agreement and the contract needs to be signed with current participating Counties. This counseling is paid for by the State and will now be a contract between Madison and Fremont Counties. Due to this change the counselor position will be re-posted. Commissioner Smith made a motion to approve the contract. Commissioner Ricks seconded and voting was unanimous.

Gary & LaRae Mackay, Discussion on property at 2000 West and 3500 North

Brent McFadden presented a map showing the roadway in discussion. Where the roadway was straightened, the County owns property that is .871 acres. The MacKay's are asking if this small triangular piece could be deeded to them. This piece of property should be considered an odd lot because it has no purpose and is considered waste ground. Brent will order a survey from Forsgren, provide a legal description, get a formal appraisal by the Assessor and hold a public hearing. The discussion of how this works was discussed. The MacKay's would pay fair market value and the property would be deeded to them. Brent will report back at the next Commission meeting.

Shawn Boice, Ag Exemption for Arlo and Jackie Luke

Rhett Summers is currently farming the two lots in Valley View, generating \$1,000 income. Shawn recommended approving the Ag exemption.

Commissioner Ricks made a motion to review and approve the Arlo and Jackie Luke Ag Exemption. Commissioner Smith seconded and voting was unanimous.

Tax Exemption for BYUI

Shawn feels that this is a valid exemption.

Commissioner Ricks made a motion to review and approve the BYUI Tax Exemption. Commissioner Weber seconded and voting was unanimous.

Eric Reiser, GPC**Review and sign: Contract for Madison County Security Upgrades with Arco Electric**

The Arco Electric contract has been reviewed by both Troy and Arco. Part of the contract is a Stipulation Agreement for a deduct. The total contract is \$1,026,000 with a deduct change order of \$397,164. As soon as the contract is signed, the construction portion for the courthouse will be put back out to bid. Commissioner Weber asked that the details are published so the public is aware of the costs and the scope of the upgrade. Once the contract is signed, the equipment can be ordered which will take about a month to receive. Arco will make sure that everything is built before the new equipment arrives so that the controller can easily be installed. They hope there will be limited down time, two to three days at the most. During the installation, the office plans to work on paperwork and data entry. Arco estimates the entire process will take approximately six months. Payment will be made monthly as the work progresses. The first payment will consist of building permits etc.; however, the next two payments will include the equipment and might be costly.

Review and sign: Commissioner Ricks made a motion to approve the contract. Commissioner Smith seconded and voting was unanimous.

Cindy/Reo, Road and Bridge guard rail discussion at 4300 south

Horrocks performed the engineering and has suggested that Road and Bridge install guard rails at 4300 South and 5300. Commissioners asked if the road will be able to withstand the increased traffic when the Interchange is complete. Cindy said that ITD supports that the road is in good shape however chip seal and regular maintenance will be needed in 2-3 years as well as widening the intersection. The roundabout approach will be taken care of by the State. Commissioner Ricks asked if the road that goes into the equipment shed still belongs to the County; if so, what is needed to turn it over to Bear World. Commissioner Ricks suggested that we abandon the property. Troy will look at the map and bring a plan to the next meeting.

The Archer gravel pit was discussed. It is posted as no trespassing; Commissioner Smith suggested more signs be posted.

The bus turnaround at 6800 South will be a dead end. Commissioner Smith thought this shouldn't affect the bus. The property owner now keeps the area plowed. Fisherman access is still scheduled on the north side of the river and is part of the contract with Western Construction.

Cindy and Reo reported that the paving road project in Salem still looks good; all three roads are scheduled to be paved. Commissioner Weber asked them to keep in touch as we get closer to the start of the project.

Department Head Meeting

Pledge of Allegiance

Dana Izatt

Dana explained the IRS law that will affect employees taking County vehicles home. Employees will receive \$3/day added to the employee's W2 as a fringe benefit. There are exclusions however; further investigation will be needed.

Zions Bank, Pam Clark and Brady Adam

Pam Clark and Brady Adams explained how the new credit cards will impact the County. The new cards will allow for advanced reporting and risks of misuse will be minimized. There will be a cash back offer on many purchases with the new card.

Commissioner's Discussion

Monthly County Newsletter

Commissioner Weber would like to see the responsibility for the newsletter rotate through different departments. The rotation would be based on what is currently happening in each department. Each department can elect an individual for consistency. The Newsletter can be structured for both County employees and the public. All agreed that the Newsletter is a great idea.

Integrity/public perception and being engaged an honest 40 hours

The public notices when the County uses new vehicles and new equipment; their perception of how and where the County uses these are very important. Because County employee's work hours are on the honor system, all employees should be aware that the public watches and knows when County employees are not where they are supposed to be.

Advanced PRIMA training May 3 in Boise

Some Counties are sending Department Heads to this training; topics include ethics and avoiding conflicts. Commissioners encouraged Department Heads to send a representative to the training. Kim should be contacted to coordinate.

Looking in house before an outside vendor is engaged

Commissioner Weber reminded the Department Heads that the County has many resources. If a problem can be solved within the County, let's engage in a conversation. Remember to always shop local first.

Summer Party

August 11th is the only date available on the preferred weekday, Thursday. The County has the date reserved from 6pm -8pm for County employees and their families.

Procedures with cash drawers

A short discussion was led by Commissioner Weber about not borrowing money from cash drawers.

Clerk's Office

Dawn Hunter from the Clerk's office discussed new ACA requirements regarding seasonal/permanent part-time employees and holding Workman's Compensation quarterly safety trainings, using chemical data sheets, work observation, equipment training and cell phone usage.

Kim Muir handed out 2017 Budget packets and asked that they be returned to her by May 17 and to contact her with any questions or concerns.

Kimber thanked all of the Department Heads for their great work.

Commissioners would like to organize a mandatory paid Information Retirement Seminar for employees that are 55 or older. Topics would include PERSI, medical insurance and Social Security, and Medicaid. This seminar would prepare employees with an exit strategy upon retirement. This is in the planning stage. The goal is to better assist county employees who have questions regarding retirement.

Individual department reports

No discussion

Fair Board

The Populous proposal was presented by Rodney, Dean and Shane. The proposal looked in detail at the following:

- Traffic direction and flow, gate usage
- People direction and flow
- Where the service access will be
- Surrounding land use and ownership
- Is there room to expand, if so where?
- Are there existing utilities?
- Animal movement
- Environmental hazards
- Zoning and future plans

- Keep within city limits?
- Greenspace
- View lines
- Prevailing winds
- Smell from the sewer ponds
- Water and restroom upgrades
- Use zones (livestock, arena, carnival)
- Non Fair use (farm and garden show, etc.)

The proposal highlighted potential significant issues (racetrack and the east side road) and suggested several options.

Plan A includes adding a second north access and removing the racetrack. It also included separating the parking lots so that one was clean and one was used as a dirty lot. The indoor arena would have seating on the west side and access from the park. The maintenance shop would be located in the corner. The roadway would be changed so that no pedestrians would have to cross it. The entrance would resemble a park and make ticketing easier.

Plan B This option would have the Event Center connected to the building and house one event at a time.

The proposal included several other suggestions that included the following:

- Outside locations are not cost effective
- The racetrack should be eliminated
- Increase the green space
- Include RV hookups
- Include a walking path
- Work with the City to advertise

Next Steps

The next step would be paying for a formal proposal, which would cost the County \$50,000. Populous would be responsible for helping the County through the process. They would set up the public meetings and help with generating funds. A decision needs to be made to determine if the County wants to move forward.

Commissioner Ricks pointed out that he is not sure that relocation is not the answer; he reminded the Commissioner's that the current property could be sold. He would like to see potential fundraising proposals. He also said to remember that this could take 30 years to build in which it may be time to move the facility to a new location.

Commissioner Weber would like a draft of a more detailed plan on how this proposal will be funded. He reminded everyone that this does not fit in the general fund budget. He said that there seems to be excitement in the community to revamp the Fairgrounds. Some of these people might be willing to contribute to the fundraising effort.

Commissioner Smith wanted to know if the 4-H would continue to grow and if it would ever outgrow the facility.

Commissioner Ricks said he felt we have the right people in place for the project and thanked Shane, Dean and Rodney.

Commissioners said they will discuss the matter and get back to the Fair Board.

Review and sign: Carnival Contract for County Fair

Troy looked over the contract and suggested changes to it prior to signing. Rodney will discuss it with the carnival people and bring it back to the Commissioners. Issues included firming up which rides would be available and hours of operation.

Commissioner Smith made a motion to adjourn at 3:25 p.m. Commissioner Weber seconded and voting was unanimous.

Approved:

Jon Weber, Commission Chairman

Todd Smith, Commissioner

Kimber Ricks, Commissioner