

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

<b>Madison County Commissioners</b>		
<b>Meeting Minutes</b>		
NOVEMBER 9, 2015	8:00 A.M.	COMMISSIONERS' ROOM
<b>ATTENDEES</b>	<b>Commissioners: Chairman Kimber Ricks, Jon Weber and Todd Smith</b> <b>Deputy Prosecuting Attorney: Troy Evans</b> <b>County Clerk: Kim Muir</b>	

**AGENDA TOPICS**

**Public Comment - There was no one present to comment.**

Amanda from the Standard Journal was present. An article written by Caleb regarding elections and some errors were discussed. Amanda asked how the newspaper could do better for the next election. Commissioners asked her to make sure that facts are checked.

**County Business**

**Committee & Board Reports:**

Commissioner Ricks reported on the LEPC meeting he attended. Jon Millar reported on the water advisory. By the time it went public, they had to go through the process, but there was no serious threat.

**Community Partnership Committee: Two topics were discussed:**

1. The Committee is sponsoring a web page that will be a community calendar. We can supply information to them; for example: Election information and other County events. Other public entities are invited to use this resource; school districts, BYU-I, Cities and the County. Commissioner Ricks will get us more info.
2. The 2<sup>nd</sup> annual Preparedness Fair was held and they are getting high marks for participation. The hospital leads out, but other entities take part.

**Jon Weber: Fair Board Report**

Madison County has been invited to the Rocky Mountain Association of Fair's Convention by Corey Foster and Brandon Bird. This will be held in Layton Utah later this week. Commissioners feel that this is a step in the right direction to improve our county fair.

The Fair Board will be reporting on growth and some ideas for parking as we have lost the lot that was previously rented. The 5<sup>th</sup> West road extension was discussed. There are possibilities for parking if this were to be extended. Commissioner Weber would also like to see the Board get the computer program up and running.

**Discussion Items:**

**Elk Observation Pull-Out.** Commissioner Ricks called Jeff Lerwill to see how much gravel would be required to install a pull-out for the public to park next to his elk, if this was to be considered

further. Jeff told him he was considering moving the elk. This issue was put on hold. Legal Counsel Troy Evans reviewed the legal descriptions to this property and found that Lerwill's own to the middle of the county road.

**Cell phone policy:**

Commissioners feel that this matter is best left up to each department as each is unique in cell phone use. Commissioners would like to receive a report annually to make sure the policies are not being abused. Commissioner Ricks would like to make sure the county is not paying for data plans, if they are not required for the position they have. The County will not pay for new cell phones any longer. If employees want to purchase brand new phones, it will be up to them to do so. The County will only provide the free phones that are generally a year or more old.

**Merit Increases:**

Commissioner Smith made a motion to give Cindy Roberson a 5% merit increase, and 3% for Reo Jensen and Maxine Berger, plus a net \$500 bonus to each of them for their efforts in supervising Road and Bridge, and Solid Waste. Commissioner Ricks seconded and voting was unanimous.

Ryan Brown is topped out on the Step and Grade scale. Commissioner Weber will look into how to handle this situation.

**Calendar Items:**

The District 6 meeting will be held November 19, 2015 in Madison County. The Health Board will be present to speak and legislators have been invited to attend

Using local High School students to do the landscaping, clean-up, etc. on the Administration Building and Courthouse instead of hiring Merrill Landscaping, was discussed to save funds. The Commissioners agreed this is a good idea especially during the summer where multiple students are looking for jobs.

Commissioner Ricks noted that as of the first of the year, he will concede the chairmanship if the other Commissioners want a turn at the position; also Committee and Boards that are assigned can change as well. There was no further discussion.

Commissioner Smith commented that the State Boards that each Commissioner sits on need to be reevaluated. Some are now meeting at the same time as the IAC meetings. This will be discussed further.

**Contracts and Documents:**

**Review and sign: Hospital bylaw changes.**

Commissioner Ricks noted that changes are being made to Hospital Board. Suggested names are needed for these Board positions. The changes have not been made on the hospital side as of yet. This matter will be moved to a future meeting.

**Review and sign: Appointment of Planning and Zoning Commission Member**

Jolene Sutton has been on the board for many years and would like to be released. Her son has mentioned that he would be interested in taking her place. Commissioner Smith will visit with him to see if he is still interested.

**Review and sign: Supplemental Agreement on 1000 E Bridge**

There is no additional money being requested for this agreement. This agreement just extends finishing timelines.

Commissioner Smith made a motion to approve the Supplemental Agreement on the 1000 East Bridge. Commissioner Weber seconded and voting was unanimous.

**Review and sign: Canvass of Votes for November 3, 2015 Election**

A review of the recent election commenced. Commissioner Ricks made a motion to approve the canvass of votes. 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.

Commissioner Ricks made a motion to approve and sign the Commissioner Meeting Minutes of October 26, 2015. Commissioner Smith seconded and voting was unanimous.

Commissioner Ricks made a motion to approve and sign the Hospital Board/Commission Meeting Minutes of October 29, 2015. Commissioner Smith seconded and voting was unanimous.

Commissioner Smith made a motion to approve and sign the City/County Commissioner Meeting Minutes of November 4, 2015. These minutes will be signed at the next meeting.

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

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

*Health and Welfare-Indigent Clerk (Ann Marie Sorensen):*

Commissioner Weber made a motion to go into Executive Session at 9:04 a.m. pursuant to Idaho Code §74-206(1)(d) exempt matters. (Commissioner Ricks –not present, Commissioner Weber-yes, Commissioner Smith – yes). Commissioner's returned to open session at 9:20 a.m. Commissioner Smith made a motion to sign Lien Releases on Case Nos. 2015023 and 2015024, sign Liens on Case No's. 2016004, 2016005, 2016007, 2016008 and 2016009, Sign an Approval on Case No. 2016002. Non-Medical: Sign an Approval on Case No. N2016002. Commissioner Weber seconded and voting was unanimous.

**Shawn Boice DMV Employee Increases:**

Shawn discussed the meeting with BYU-I and their report on increasing student population by 4000 to 5000 in the next few years. Shawn advised the commissioners that by the next budget year a 4<sup>th</sup> terminal and more employees for issuing vehicle licenses will need to be added. Shawn and Sheriff Klingler would like to research the possibility of combining Driver's licensing with the DMV.

Shawn also explained the raise requests for a few of his employees. These employees have taken on additional responsibilities and training. Commissioner Ricks asks that he update the job descriptions and ensure that it is in his budget.

Commissioner Ricks made a motion to amend the agenda to include consideration of use of the County Gravel Pit with Matt Hartline from H & K Construction. Commissioner Smith seconded and voting was unanimous.

Matt Hartline, Reed Walker, and Kirt Foster were present for this discussion.

ITD just put the Thornton Interchange out for bid. H & K is looking at options for bidding out the job and ask if a variance could be granted for the gravel to come from the Archer Gravel pit as a one-time deal. They will begin the process if this option would work. There was an overlay put in place that no longer grants a variance in these cases. There were concerns that a variance would not be the right way to go with gravel pits because there are no economic concerns, differences in land shape, etc., and would likely not fit the definition. Commissioner Ricks suggests that they look at the State gravel pit which is located nearby. Commissioners don't feel it would be prudent to go through the process of obtaining a variance. Even if Commissioners were to look at a variance, it would take longer than the bid due date. No further action is needed on this. H & K will look at the State pit.

Bruce Bowler was present and Commissioners informed him that the Sheriff's office could do their demolition derby the last night of the county fair in 2016. The Eastern Idaho State Fair currently has a demolition derby on the last night of the fair and it has always sold out. They feel that this is a win/win situation.

**Brent McFadden: General Services Updates, Discussion of a pickup for Parks**

- Commissioners discussed with Brent a quote to replace boilers in the jail.
- The Twin Bridges detailed study will be complete soon.
- The Park Department Pickup is falling apart and has exceeded its miles. Brent has looked at used pickups through the State Fleet. He would like permission to go over to Boise and look at them. Commissioner Weber mentioned that Fair Grounds is also in need of a new pickup. Brent will get in touch with Dean Kunz to see if he is interested in going to Boise with them to look at the pickups.
- Commissioners would like to meet with Brent to do some long term planning. Brent announced that he has decided to stay at least a year longer instead of retiring.

- Commissioners would like to meet and plan someone less expensive, possibly an intern or local High School student, to do the yard maintenance on county buildings. They would also like to look at restructuring some departments within the county.

### **GPC Architects: Jail and Courthouse Security Bid**

Eric Reiser and Bruce Bowler were present for this discussion.

Eric would like permission to put the security job out for bid. The plans were discussed and Bruce Bowler mentioned that PRIA changed the way business needs to be done. The system is scalable if the Commissioners wanted to add to other county buildings in the future. Each camera will record and store information. Commissioners stressed the importance of working and meeting the Judges expectations.

Troy Evans, Bruce Bowler and Eric Reiser went to meet with Judge Moeller and the Madison County bailiff to review the plans specific to their areas. Judge Rammell was not available. Judge Moeller agreed to the changes to the wall that will replace the glass by both offices upstairs and downstairs. These walls will have additional meshing and stronger backing/sheetrock to ensure a person can't kick through the wall. Also, monitors will be installed the both Judges' offices to see what is happening in the hallways and courtrooms. Additional panic buttons were also discussed and ordered for the main areas in the courthouse. Judge Moeller and the bailiff agreed to the changes. With this, all department heads and elected officials involved have approved the changes.

Commissioners let Eric know they frown upon change orders. He commented that this is a remodel and unexpected issues usually come up, but they will do everything they can to prevent them.

**Timetable for the project:** They will award bids in mid-December and begin construction in January with 5 months of construction. They are hoping for completion in May. There will need to be manual security during portions of the construction, mainly in the jail. All contractors are very experienced and will know how to coordinate the security issues and how to phase it to eliminate any breeches in security. Equipment will have warranty's that will be included in the bidding prices. Maintenance will be done by the Sheriff's Office after the installation and warranty period. Bruce commented that they have added fiber in the past few months in preparation for this project. GPC will be under contract for one year after the completion of work to work out any bugs.

Commissioner Weber made a motion to proceed with bidding the project. Commissioner Smith seconded and voting was unanimous.

### **David Doran Public Transportation Discussion:**

David is with Southeast Idaho Council of Governments, Inc. He came to discuss transportation and is partnering with the Development Company and other transportation companies. They are the recipient of the Public Transportation Services Grant. Federal Grants help facilitate rural and inter city transportation with a local match. They have several routes happening right

now to move employees to work in neighboring counties. He wants to share information to let Commissioners know what is available. David gave a brochure showing trips that are now in service.

Commissioner Ricks let him know that our relationship with TRPTA has been rocky. We have asked for ridership information and other information that has never been received. Appointments have not been kept and we have received invoices with no previous agreement. Commissioners would be interested in helping with public transportation, but would like to see how it would benefit county residents. If it is moving students, BYU-I needs to be on the hook to lend financial support. If it benefits county residents, there may be interest. He appreciates the feedback as it will help create viable options with TRPTA and other transportation companies. They would like to create a win/win situation between the County and the transportation companies that want to serve the general public. The match would be 50/50. On the capital side it would be 80/20. Commissioners asked how much the rider is actually putting into the equation, which is very little. This meeting was informational only. He doesn't need anything from us at this time.

**Kirk Mace      Juvenile Probation**  
**Review and Sign: DJC Reports**

The State requires Kirk to meet with the Commissioners to report his annual statistics. He explained that diversions are BYU-I students that are immediately terminated from school. He discussed repeat offenders, restitution, community service hours complete, and gender numbers as far as kids they service in his program.

Kirk reminded the Commissioners of the fundraiser for Shop with a Cop tomorrow that the Commissioners will be judging.

Commissioner Smith made a motion to adjourn at 12:05 p.m. Commissioner Weber seconded and voting was unanimous.

Approved:

Kimber Ricks, Commission Chairman  
Jon Weber, Commissioner  
Todd Smith, Commissioner